

## Theoretical Driving Course notes

# Lesson 1

1. **LTO** - Land Transportation Office
  - a. License
  - b. Registration
  - c. Headed by Assistant Secretary
2. **LTFRB** - Land Transport Franchising and Regulatory Board
  - a. Public Utility Vehicles
3. **History**
  - a. February 6, 1912 - Legislative Act 2159 - Automobile Section
  - b. 1926 - Act Number 3045 - Automobile Division under BPW (Bureau of Public Works)
  - c. January 1, 1933 - Act Number 3992 "Revised Motor Vehicle Law"
  - d. June 2, 1945 - Reorganizing the division and its function (section chief, division chief, director)
  - e. June 20, 1964 - RA 4136 or the Land Transportation Traffic Code
  - f. March 20, 1985 - [Executive Order 1011](#) – Land Transportation Commission (LTC)
  - g. January 30, 1987 to Present - Land Transportation Office (LTO); Land Transportation Franchising and Regulatory Board (LTFRB).
4. **Mission** - Rationalize the land transportation services and facilities and to effectively implement the various transportation laws, rules and regulations.
5. **Vision** - A front line government agency showcasing fast and efficient public service for a progressive land transport sector.
6. **Mandate**
  - a. Register roadworthy and emission-compliant motor vehicles;
  - b. License quality drivers; and
  - c. Put order on the road and enforcement of land transportation laws, rules and regulations
7. **Republic Act No.**
  - a. 4136 - Land Transportation and Traffic Code
  - b. 8794 - Motor Vehicles User's Charge (MVUC) Law

# Lesson 2

1. Motor Vehicle - any vehicle propelled by any power other than muscular power using the public highways
2. Passenger Automobile - pneumatic-tire vehicles
  - a. Touring car
  - b. Command car
  - c. Speedster

- d. Jeep
- 3. Articulated vehicle
  - a. Any motor vehicle with a trailer
  - b. No front axle
  - c. Rests upon motor vehicle
  - d. Load is borne by the motor vehicle
- 4. Driver - every and any licensed operator of a motor vehicle
- 5. Professional driver - hired or paid for driving or operating a motor vehicle, whether for private use or for hire to the public
- 6. Owner
  - a. The actual legal owner of a motor vehicle
  - b. Vehicle is registered under his name with LTO
- 7. Garage - where the vehicle is park and kept, not including public areas
- 8. Gross weight - measured weight of a motor vehicle plus the maximum allowable carrying capacity
- 9. Highways
  - a. every public thoroughfare, public boulevard, driveway, avenue park, alley, and callejon
  - b. DOES NOT INCLUDE private roadways
- 10. Parking/Parked - brought to a stop on the shoulder or proper edge of a highway
- 11. Tourist - a foreigner who visits from place to place for pleasure or culture

## **12. Motor Vehicle Registration System**

- a. Section 5 - Compulsary Registration of Motor Vehicles
- b. Section 6 - Application and Payments for Registration
  - i. Private
  - ii. For Hire
  - iii. Government
  - iv. Diplomatic
- c. Section 8 - Schedule of Registration Fees
  - i. Aged Private Vehicles - refers to private passenger cars registered under E.O. 43 series of 1986. Pursuant to MC # EMA-MC-01348 dated 8/18/01
- d. Section 9 - Permissible Weights and Dimensions of Vehicles in Highways Traffic
- e. Vehicle Category
  - i. Light - up to 1600kg
  - ii. Medium - 1601 to 2300kg
  - iii. Heavy - 2301kg to up
- f. Monthly schedule is based on the last digit of the plate number.
  - i. **NOTE:** Vehicles may be registered two months in advance
  - ii. 1 – January
  - iii. 2 – February
  - iv. 3 – March
  - v. 4 – April
  - vi. 5 – May
  - vii. 6 - June

- viii. 7 - July
- ix. 8 - August
- x. 9 - September
- xi. 0 - October
- xii. November and December - no registration renewals

- g. Weekly schedule is based on the second to the last digit of the plate number.
  - i. 1, 2, 3 – 1st to the 7th working day of the month
  - ii. 4, 5, 6 – 8th to the 14th working day of the month
  - iii. 7, 8 – 15 to the 21st working day of the month
  - iv. 9, 0 – 22nd to the last working day of the month

- 13. The **LTO-issued document** that signifies **ownership of a vehicle** is called the **Certificate of Registration (CR)**.
- 14. The **CR** is a legal document issued by the **Land Transportation Office (LTO)** upon vehicle registration. It contains details such as the vehicle's make, model, engine number, chassis number, and the registered owner's name.
- 15. Along with the **Official Receipt (OR)**, the CR serves as proof that the vehicle is legally registered with the LTO.

## Lesson 3

### Learning Objectives:

- Understand the motor vehicle system of the Philippines

### TOPIC CONTENT:

**SECTION 10:** Special Permit - Vehicles exceeding the permissible dimension without special permit are not allowed to be operated on public highways.

**SECTION 11.** Additional Fees - Any changes on Certificate of Registration or Driver's License requires additional fees otherwise known as miscellaneous transactions.

**SECTION 12.** Fee for the Original Registration for Part of Year - Computation of registration fee for the first year of registration.

**SECTION 13.** Payment of Taxes upon Registration - No proof of payment of taxes – No Registration.

**SECTION 14.** Issuance of Certificates of Registration - Numbered certificate of registration (MV File No.)

**SECTION 15.** Use and Authority of Certificates of Registration - A photocopy or the original CR are required to be preserved and carried in the car by the owner or driver of a motor vehicle.

## **SECTION 16. Suspension of Registration Certificate**

**Registration of MV may be suspended if found:**

- Unsightly
- Unsafe
- Overloaded
- Improperly marked or quipped
- Unfit to be operated
- Capable of causing excessive damage to the highways
- Not conforming to minimum standards and specifications

## **SECTION 17. Number Plates, Preparation and Issuances**

- **MV Private** - all numbers and letters are green with white background for the old plates while black with white background for the new plates. Old plates have 3 letters and 3 numbers. New plates have 3 letters and 4 numbers.
- **MV For Hire**- all numbers and letters are black with yellow background. Rainbow plates are for tourist MV.
- **Trailer Plates**- all numbers and letters are green with white background for the old plates while black with white background for the new plates.
- **Trailer Plates For Hire**- all numbers and letters black with yellow background.
- **MV Government** - all numbers and letters are red with white background.
- **MV Diplomatic** – all numbers and letters are blue with white background and with four or five numbers.
- **MC/TC Private** - all numbers and letters are green with white background for the old plates while black with white background for new.
- **MC/TC Government** - all numbers and letters are red with white background.
- **TC For Hire** - all numbers and letters are black with yellow background.

## **Validation Stickers and Plate Year Tags**

**Validation Stickers** –are stickers that are attached on the windshield.

**Plate Year Tags** – are stickers that are attached on the plates of vehicles indicating the year of registration.

## **Regional Assignments of Letters in Plate Number Issuance**

**Assignment and distribution of Motor Vehicle License Plates from July 1, 2016 onwards based on Memorandum Circular No. 2018-2143 (Annex I). The starting letter of the plate number indicates the region where the vehicle was first registered**

- Region I – I
- Region II – B
- Region III – C
- Region IV-A – D
- Region IV-B – V
- Region V – E
- Region VI – F
- Region VII – G
- Region VIII – H
- Region IX – J
- Region X – K
- Region XI – L
- Region XII – M
- NCR – N
- CAR – Y
- CARAGA – Z

#### **PROTOCOL PLATES as per DOTr D.O 2015-013**

- 1 – President of the Republic of the Philippines
- 2 – Vice President of the Republic of the Philippines
- 3 – Senate President
- 4 – Speaker of the House Representative
- 5 – Chief Justice of the Supreme Court
- 6 – Cabinet Secretary
- 7 – Senator
- 8 – Congressman / Member – House of Representative
- 9 – Associate Justice of the Supreme Court
- 10 – Solicitor General, Presiding Justice and Other Justices of the Court Appeals
- 11 – Chairman of the Commission on Elections
- 12 – Cabinet Undersecretary
- 14 – Chief of Staff, AFP and Chief, PNP
- 16 – Regional Trial Court Judges (RTC)
- 17 – Metropolitan Trial Court (MeTC), Metropolitan Trial Court in the Cities (MTCC), Metropolitan Trial Court (MTC) and Sha'ra Court

#### **MV Plates Issuance**

The issuance of these Plates are at any LTO Registration Offices where the MV, TRL, MC & TC are first registered.

#### **SECTION 18. Use of Number Plates**

- At all times, number plates must be displayed in conspicuous places, one in front and one in the rear.
- The number plates must be kept clean and cared for, and firmly affixed to the motor vehicle in such a manner as will make it entirely visible and always legible.

#### **Exemption to MV Registration**

- road rollers, trolley cars, street-sweepers, sprinklers, lawn mowers, bulldozers, graders, fork-lifts, amphibian trucks, at cranes if not used on public highways, vehicles which run only on rails or tracks, and tractors, trailers and traction engines of all kinds used exclusively for agricultural purposes.
- Construction or agricultural equipment or machineries are not allowed in public road, hence, not subject for registration

## **Lesson 4**

#### **Learning Objectives:**

- Understand the driver's licensing system of the Philippines
- Know the difference among the student permit, non-professional driver's license, professional driver's license and conductor's license

#### **TOPIC CONTENT:**

#### **SECTION 19. Duty to Have a License**

The license must be carried at all times when operating a motor vehicle and shall be shown and/or surrendered for cause and upon demand to any person with authority under this RA 4136 to confiscate the same.

#### **SECTION 20. License for Enlisted Men Operating Government Vehicle (Repealed by BP398)**

**SECTION 21. Operation of Motor Vehicle by Tourists** - Any tourist or transients desiring to operate a motor vehicle are be allowed to do so for a period of not more than 90 days. Provided, bona fide tourist and transients who are duly licensed in their respective countries.

After ninety (90) days, they are required to have a Philippine driver's license.

## **SECTION 22 and SECTION 23. Application for Driver's License (refer to Supplemental IRR of RA 10930)**

**Professional** - An authority embodied in a form prescribed by the LTO to a person to operate a private and public utility vehicle for a fee. Shall mean every and any driver hired or paid for driving or operating a motor vehicle, whether for private use or for hire to the public.

### **Requirements:**

- At least eighteen (18) years of age
- With valid non-professional license
- No contagious disease

**Non-Professional** - An authority embodied in a form prescribed by the LTO to a person to operate a private motor vehicle.

### **Requirements:**

- At least seventeen (17) years of age
- With Valid or Expired Student Permit (SP)

## **SECTION 23. Issuance of Driver's License, Fees and Validity (amended by RA 10930)**

- shall be entitled to a renewal of such license for ten (10) years – provided, however, that DL holder has no traffic violation prior to renewal.
- The LTO shall serve as the repository of all lawfully issued traffic violation.
- Establishment of stricter rules before the issuance of Driver's License.

**Demerit Point (Traffic Violation Points)** – an arithmetical value, specified by integer numbers, assigned to and accumulated by a driver-violator for every corresponding traffic violation committed as used in the Point System

### **Categories of Violations and their corresponding demerit points**

1. **Grave violation** – 5 demerit points
2. **Less grave violation** – 3 demerit points
3. All other violations not otherwise enumerated as grave or less grave which shall be considered light – 1 demerit point

Drivers of public utility vehicles (PUV) shall be meted double the number of demerit points for every traffic violation committed while operating a For Hire motor vehicle.

Including the driver of a private motor vehicle operating as a PUV but without proper authority from the LTFRB

Accumulation period – during the validity of DL

### **Driving Enhancement Program (DEP)**

- All holders of driver's license for renewal shall be required to attend the DEP
- Holders of delinquent DL must attend the DEP and must pass the theoretical and practical examination
- DEP, theoretical and practical examination may be imposed to DL holders during intervention program

A driver who is not able to complete the intervention program within thirty (30) days from his last apprehension, after a notice has been given, shall have his driver's license suspended until he is able to attend the required course.

#### **Period of Prohibition from Non-Pro to PRO or additional DL Code**

- 1-2 demerit pts – 3 months prohibition
- 3-4 demerit pts – 6 months prohibition
- 5 or more demerit pts – 1 year prohibition

**SECTION 24. Use of driver's license and identification card (amended by BP398)** - Every license issued under RA 4136, as amended, to any driver shall entitle the holder thereof, while the same is valid and effective, to operate motor vehicles described in such license

#### **SECTION 25. Driver's Record**

Any driver who changes his address shall, within fifteen days, are to notify the LTO in writing of his new address, name and address of his new employer, the number of the motor vehicle he is employed to operate, and such other information as the LTO may require.

#### **SECTION 26. Renewal of License (refer to Supplemental IRR of RA 10930)**

#### **SECTION 27. Authority to Suspend, Revoke and Reinstate Driver's License (amended by BP398)**

Without prejudice to the authority of the court in appropriate cases and except, the Director shall have exclusive power and authority to suspend or revoke for cause any driver's license

#### **SECTION 28. Driver's Bond (amended by BP398)**

The driver may be required to post a bond before reinstating a DL as a result of any damage incurred by the driver to serve as a surety.

#### **SECTION 29. Confiscation of Driver's License (amended by BP398)**

Only LTO deputized Traffic enforcers are allowed to confiscate driver's license

#### **SECTION 30. Student-driver's Permit (SP) (refer to Supplemental IRR of RA 10930)**

**Requirements:**



- Sixteen (16) years old for Filipinos and Eighteen (18) years old for Foreigners
- Able to read and write (English, Filipino or any major dialect)
- Physically and mentally fit
- Mandatory 15 hours driving education (from LTO or accredited driving school) before taking the written examination
- Valid for a period of one (1) year – RA 4136 Section 30
- Expired SP for not more than one (1) year may be used only to apply for DL
- Must pass the theoretical examination with the passing rate of 80% (20/25)
- Renewable SP upon payment of renewal fee.
- No need for theoretical examination on plain renewal of SP

#### **Validity of Student Permit**

- **YEAR 1: Valid SP - 1st Year – Learn to Drive** – one month for NPDL
- **YEAR 2: Expired SP - 1st year of Expired SP** - Apply only for DL and No driving lesson
- **YEAR 3 or More: Delinquent SP After one year of expired SP** – must renew SP with written exam

**Expired SP** - may be renewed after the date of expiration upon payment of renewal fee and appropriate fines and/or penalty, if there is any.

**Delinquent SP** - may be renewed after passing the written examination upon payment of renewal fee and appropriate fines and/or penalty, if there is any.

#### **SECTION 31. Imitation and False Representation**

No person shall make or use or attempt to make or use a driver's license, badge, certificate of registration, number plate, tag or permit and imitation or similitude of those issued DL or SP

#### **SECTION 32. Exceeding Registered Capacity, Issuance of Conductor's License, Validity and Fee**

- No person operating any motor vehicle are allowed more passengers or more freight or cargo on his vehicle than its registered carrying capacity.
- No person operating any motor vehicle allowed any passengers to ride on the cover or top of such vehicle.
- No driver is allowed to let any person ride on the running board, step board, or mudguard of his motor vehicle for any purpose while the vehicle is in motion.

**Conductor's License** - is an authority embodied in a form prescribed by the LTO to a person to assist the driver of a public utility vehicle to collect fares and/or to ensure the safety of the passengers and/or cargo while the said vehicle is in operation.

#### **Requirements:**

- Eighteen (18) year old and above
- Physically and mentally fit

- No contagious disease
- Able to read and write (English, Filipino etc.)
- Must pass the online examination (new & delinquent)
- No unsettled traffic violation
- Attended & passed the Road Safety Seminar
- No pending criminal cases

## Lesson 5

### Learning Objectives:

- Learn what is law enforcement and its types
- Learn the ticketing system implemented in the Philippines
- Know the other government agencies working hand-in-hand with LTO

### TOPIC CONTENT:

#### Law Enforcement

- Put order on the road and enforce land transportation laws, rules and regulations.
- To carry out effectively a rule of conduct or action prescribed by a controlling authority and formally recognized as binding by the people in a given territory.

#### Types of Enforcement

- Persuasive
- Preventive
- Punitive

#### Ticketing System

- Temporary Operator's Permit (TOP) - issued by LTO deputized enforcers for traffic and administrative (non-moving violations) which serves as:
  - Receipt for driver's license confiscated ;
  - Notice and Summon;
  - Temporary driver's license (for 72 hrs. only)
- Traffic Violation Receipt (TVR) - issued by MMDA deputized enforcers for traffic violations committed within Metro Manila (under Sec. 5F of R.A. No. 7924 dated April 15, 1995)
- Uniform Ordinance Violation Receipt (UOVR) - issued by Local Government Units (LGU's) under the Single Ticketing System dated Jan. 26, 2012, MMDA Resolution No. 12-02 (Only in Metro Manila)
- Traffic Citation Ticket (TCT) - issued by the LGU under Sec. 5 of PD 1605 dated Nov. 21, 1978

**Note:** Non-confiscation of Driver's License under Joint Memorandum Circular No. 1 Series of 2008 dated September 10, 2008, under Sec. 3.4A

### **Relationship with other Agencies**

**DOTr** - DOTr is the primary policy, planning, programming, coordinating, implementing, regulating and administrative entity of the executive branch of the government in the promotion, development, regulation of a dependable and coordinated network of transportation.

**LTFRB** - Certificate of Public Convenience (franchising of public utility motor vehicle) including enforcement of the Public Service Law (CA 146).

**PNP-HPG** - Enforcement of Republic Act 4136

**MMDA/LGUs** - Responsible for traffic direction and control within Metro Manila and its Localities

**DPWH** - Responsible for road engineering and infrastructure as well as construction, maintenance and repairs of roads including installation of traffic signs and signals and pavement markings.

## **Traffic Signs Part 1**

Good day to you, student driver!

For this part of our discussion, we will talk about the Traffic Signs. One effective way to ensure safe driving is to identify and be adequately informed about the road signs here in the Philippines.

So, are you ready? Let's begin!

There are three categories of traffic signs: the Regulatory Signs, the Warning Signs and the Guide or Informative Signs.

Let's begin with the first category of road signs:

the **REGULATORY SIGNS**. These are under regulation or law, **where noncompliance will result in a legal offense** that may require surrender of your driver's license.

REGULATORY SIGNS are **usually circular or triangular in shape**. They are usually red or have red outlines to make it easier to see. Others are blue, yellow or green, depending on which sub-group it belongs to.

Under the regulatory signs are the three sub-groups: the PROHIBITIVE SIGNS, the Directional SIGNS and the PRIORITY SIGNS;

First, let's discuss PROHIBITIVE SIGNS. Are these signs familiar to you? The signs you see indicate that all vehicles are prohibited from entering a particular road.

There is also a sign where in selected types of vehicle are prohibited from entering, like Cars, jeepneys, tricycles, buses and others depending on the vehicle pictured in the sign. These are PROHIBITIVE SIGNS that limit some maneuvers, such as NO TURN SIGNS and No OVERTAKING SIGN. Another example of Prohibitive Signs is the NO BLOWING OF HORNSIGN. In addition, there are also warnings related to pedestrians regarding the prohibition of crossing the road.

Even the strict reminder on the use of overpass or pedestrian crossings is also included here.

Also part of the PROHIBITIVE SIGNS are the LOAD AND DIMENSION RESTRICTION SIGNS, that indicate the class of vehicles that is allowed to enter

a particular road or bridge. Examples of these are

NO ENTRY FOR VEHICLES

WITH GROSS AXLE LOAD OF MORE THAN 2TONS,

NO ENTRY FOR VEHICLES WITH GROSS VEHICLE MASS OF MORE THAN 5 TONS,

NO ENTRY FOR VEHICLES WITH MORE THAN 2 METERS OF WIDTH,

NO ENTRY FORVEHICLES WITH MORE THAN 3.5 METERS IN HEIGHT and

NO ENTRY FOR VEHICLES WITH MORE THAN 10 METERS IN LENGTH.

Also included are SPEED LIMIT SIGNS, like these. There are signs for maximum speed restriction, end of speed restriction, and minimum speed restriction.

Now let's tackle another sub-group of REGULATORY SIGNS, THE DIRECTIONAL SIGNS. These are road signs that indicate the only direction in which the motorist

is obliged to follow. Some examples of this include NO TURNS, ONE WAY and KEEP RIGHT. Often, these signs have white arrows over a blue circle placed in a rectangle with a label.

Now, these are the road signs included in the sub-group PRIORITY SIGNS. These are designed to guide drivers in the priority of passing vehicles at junctions or roads ahead.

One example of this is the STOP SIGN, which means the driver should stop at the designated stop line. It also includes the GIVE WAY SIGN where the driver should yield to the vehicles on the right side of the intersection. So, are the traffic signs we have discussed familiar to you now? Let's proceed, to learn more.

This is the sub-group, PARKING SIGNS. These are the signs that indicate the allowable parking and loading zone at a given time and place.

Another important sign and ruling that drivers must remember is the NO PARKING sign within four meters of a FIRE HYDRANT.

Other examples of parking signs that inform drivers parking is not allowed are **BUS-PUJ STOPZONE, BUS STOP ZONE and PUJ STOP ZONE**. In case of

violation of the sign **NO PARKING: TOW-AWAY ZONE**, the parked vehicles will be towed.

It is also important to be alert and consider the safety of other road users. REGULATORY SIGNS also include several warnings regarding pedestrians,

children, bikers and persons with disabilities. These signs inform the drivers that there are people around.

The USE SEAT BELT SIGN is used pursuant to **Republic Act 8750** or the **SEAT BELT LAW**. This is to ensure your safety in case of a road accident.

And that's the end of the first part of our discussion on Traffic Signs. I hope this made you more familiar with the regulatory signs you see on the streets. At the

same time, may you clearly understand the meaning of the different PROHIBITIVE SIGNS, DIRECTIONAL SIGNS and PRIORITY SIGNS.

Always remember that these signs should always be followed to avoid accidents and violations. Don't forget to take the quiz at the end of this topic.

See you again, in the second part of this topic!

## Traffic Signs Part 2

Good day, student driver!

Let's continue our discussion about Traffic Signs.

In the previous topic, we have talked about various Regulatory Signs and their sub-groups. In this part, we will learn the second category of road signs in the Philippines.

These are the WARNING SIGNS. These are usually triangular in shape and have a red outline. YELLOW is also used for warning signs. These signs are used to alert motorists of the road conditions and dangers ahead. Some examples of this are the ROAD CURVE AHEAD SIGNS. These are warnings to remind us of the use of safe and proper driving speeds on the road with bends or curves.

MERGE SIGNS, INTERSECTION AND JUNCTION SIGNS are also types of warning signs. These are warnings about merging traffic that may require a change in lane or to allow other traffic to merge in your lane.

ADVANCE WARNING OR TRAFFIC CONTROL DEVICE SIGNS. These signs are noticed if you are driving near an intersection. One example of this is the TRAFFIC LIGHTS AHEAD. In this sign, the driver must not park or stop within six meters of this sign as it reduces visibility for other drivers. Also included here are the STOP SIGN AHEAD and GIVE WAY SIGN AHEAD.

Now, these are the ROAD WIDTH SIGNS. This is used to inform you that you are approaching a narrow road or the narrow road is about to end.

Now these are the ROAD OBSTACLE SIGNS. These are used to warn about possible dangers or roadblocks that could slow down your driving. Included here are these signs: OPENING BRIDGE AHEAD, UNEVEN ROAD AHEAD, HUMP AHEAD, DOWNHILL SIGN, UPHILL SIGN, LOW-FLYING AIRPLANE ZONE, SPILL WAY SIGN, FLOOD-PRONE AREA, LANDSLIDE-PRONE AREA, ANIMAL CROSSING AHEAD and SLIPPERY WHEN WET. You also need to slow down when you see these Warning Signs because other road users such as children, PWDs, and bikers are common in the area.

Also take note of the RAILWAY CROSSING SIGNS. These are designed to alert drivers of railroad tracks ahead. Drivers must be aware of any approaching trains from both directions and be prepared to stop, if necessary. Here are some of the RAILROAD ADVANCE WARNING SIGNS.

This is the ROAD WORK AHEAD SIGN. It informs that there is road construction ahead.

Here are the SUPPLEMENTAL WARNING SIGNS. These are used to provide more information and clarity on primary warning signs. Examples of these are the "when wet" sign combined with the SLIPPERY ROAD warning sign, the NEXT sign to indicate the distance from the Hazard area, and the VERTICAL CLEARANCE sign that indicates the maximum height of the vehicle that fits the road.

Other examples of supplemental warning signs are the SLOW DOWN ACCIDENT PRONE AREA, SLOW DOWN WEIGHT BRIDGE AHEAD for weighing vehicles, LANE ENDS and MERGE signs among many others.

Great! Now you know more about our country's REGULATORY SIGNS and WARNING SIGNS. But wait... there's more! Are you ready to proceed?

Let's find out the third and final category of road signs in the country, the GUIDE for INFORMATIVE SIGNS. These road signs are usually rectangular and are in green or blue color. These signs are meant to inform and advise road users about the directions, distances and routes.

Under this are the ADVANCE DIRECTION SIGNS that indicate the only direction in which the motorist is obliged to follow. Next are the INTERSECTION DIRECTION SIGNS that are visible in less than one kilometer before an intersection. So you have to be alert while driving so you won't miss your desired exit. Next are the REASSURANCE DIRECTION SIGNS that inform the approximate distance of a particular exit. Then we have the FINGER and BOARD DIRECTION SIGNS. These provide directions to towns, scenic attractions, geographical

interests and less important intersections. There are also signs that are meant to inform the road users about the name of the place they are passing or entering, these are the STREET NAMES, TOWN NAMES AND GEOGRAPHICAL FEATURE SIGNS.

If you need to go to facilities such as gas stations, restaurants, hospitals and others, then the SERVICE SIGNS are used to inform the road users of their location. Now you have better knowledge about the meaning of these signs it would be easier to understand them on your next trip.

Did you know that the main Kilometer Zero Marker of the Philippines is located in Luneta Park, Manila? The kilometer zero marker serves as a reference point for measuring distance. There are kilometer posts that can be seen on the road that inform our distance from the zero marker. There are other similar markers found on the streets in different provinces of the country.

The white colored signs with numbers or arrows printed in black seen on significant arterial roads and national highways are called ROUTE MARKERS. This is used to identify and give direction on how far the arterial road is. On the other hand, the blue and white signs here are the ASIAN HIGHWAY ROUTE MARKERS. As additional information, the Asian Highway network or AH is the agreed international project that aims to improve the highway system in Asia. It has 140,000 kilometers of roads within 32 countries.

We are now at the last part of our learning regarding road signs and traffic rules. Let's now learn the OTHER TRAFFIC INSTRUCTION SIGNS. These are additional reminders for increased compliance with regulatory and warning signs that you have learned in the earlier part of our discussion. Some examples of this are the USE OVERPASS, STOP HERE ON RED SIGNAL, SLOW CARS STAY RIGHT and many others.

And last but not the least! Let's learn and remember about the HAZARD MARKERS. These are signs used to emphasize to the approaching driver a marked change in direction of travel and the presence of an obstruction. It is also used to indicate two-way roads and provide an early warning if there is an obstruction on the road. The ONE-WAY hazard markers give the driver the direction to follow. While CHEVRON MARKERS, guide the drivers through the change in horizontal alignment of the road. The TWO-WAY hazard markers are used where it is necessary to define an exposed obstruction on a traffic island nose at which traffic may pass to either side. The OBSTRUCTION MARKERS indicate road closure ahead.

There are also hazard markers used on columns of overpass structure or median road islands. The WIDTH MARKERS indicate a narrowing width clearance designed and placed near the foot of the bridge approach.

And this is where our discussion on TRAFFIC SIGNS ends.

Remember, REGULATORY SIGNS are signs that a driver must follow and failure to comply may cause accidents or penalties due to violations.

WARNING SIGNS are signs used to alert on unexpected or dangerous conditions ahead to keep your driving safe

INFORMATIVE OR GUIDE SIGNS – are signs that give direction to motorists such as cities or municipalities and places such as church, school, airport and gas station.

Congratulations! You have completed this topic. I hope you clearly understand the different categories of traffic signs and remember the importance of every road sign we have studied.

Keep in mind, to guarantee safe and stress-free driving, always be alert and on the know about the road and traffic signs installed on our roads.

## **Pavement Markings and Signals Part 1**

**Filipino Driver's Manual (FDM) VOL. 1, PAGE 93**

We will now discuss another important and interesting topic. I'm ready! Are you? Come on, let's start!

When you travel, do you notice various markings painted on the street? What do they mean? That's what we are going to talk about in this session.

**PAVEMENT MARKINGS** or road markings provide continuous information to road users about roadway alignment, vehicle positioning and other important driving-related tasks. It is important to maintain safety and order on our roads. Each type of pavement marking has its own uses and meaning. Now, let's discuss them one by one.

First, is the **EDGE LINE**. It is the solid white line that indicates the side of the roadway, separating the road from the curb or sidewalk. Any asphalt or concrete surface beyond this line should not be used in normal driving operations by your vehicle.

**CENTER LINE** is the solid white line in the middle of the road that is often used to separate traffic flow in opposite directions. Because it is a solid line, overtaking is permitted but is not recommended.

We also see **BROKEN WHITE LINES** on the road. It is a sign of division between lanes leading in the same direction on a multi-lane road. If the street is only two lanes, the broken white line is also used to show its center and to separate opposite traffic. The broken white line is a reminder to stay in your lane. However, orderly and safe overtaking or changing lanes are allowed here. If your lane stops because of the Stop traffic light sign, make sure your car doesn't go beyond the STOP LINE. It is a horizontal line near the pedestrian lane or intersection. There is also the **SOLID WHITE LINE - LANE DIVIDER** near intersections or crossroads that imply that drivers have to stay in the lane. The pavement marking **SOLID YELLOW LANE DIVIDER** means that overtaking from both directions is prohibited. But the crossing movement can be used to cross the other side of the road, for instance, if the



vehicle is parked on the other side. If the pavement marking is a combination of BROKEN and SOLID YELLOW LINE, crossing the part of the broken line is allowed but not on the solid line. This is the SOLID YELLOW DOUBLE CENTER LINE, which strongly prohibits overtaking from both directions as well as crossing movement. It is usually seen on the road with speedy vehicles, blind curves or in accident prone areas.

The CONTINUITY LINE are wider and closer together than other lane markings. If these lines are on your left, that means the lane where you are is ending or exiting and you should switch lanes if you want to continue your current direction. If you're on the right, you can stay in your lane or move to the exit. It is usually seen on-ramps and exit-ramps on some access highways and freeways.

Question, if you are entering the expressway, what should be your vehicle speed?

While at the entrance ramp carefully check the zone conditions and immediately follow the speed of the vehicles inside the expressway. **TRANSITION LINES** serve as a guide for vehicles to safely pass through roadway obstructions such as islands, median strips or bridge piers. It is also used to inform changes in the width of the traveled portion of the roadway and an increase or reduction in traffic lanes.

GIVE WAY or HOLDING LINES are marks made up of two side-by-side white lines that can be seen on the main road and side road. This suggests that the driver should give way to all traffic on the main road in accordance with the standard sign shown on this side of the road. If you see ROUNDABOUT HOLDING LINES, it tells you where you'll stop before entering the roundabout. Remember, the cars inside the roundabout have the right-of-way over vehicles which are just about to enter. The roundabouts are often divided into two-lane, three-lane and four lane approaches. The general rule in roundabout approaches is that when a vehicle is in the right lane, it must turn to the first exit of the roundabout or go straight to the second exit. When you're in the left lane, either you can go straight, get out to the left exit or make a U-turn. In four-lane approaches, vehicles are separated depending on where the vehicle will go. Vehicles in the outermost left lane are for those entering the roundabout and will make a U-turn. The next lane is for vehicles that will make a left turn, the third lane is for vehicles that are going straight and the outermost right lane is for vehicles that will turn right. We also have roundabouts wherein the U-turn slot comes before entering a rotunda.

Did you get it clearly?

Now, let's move on and discuss PEDESTRIAN LANES. It has two types: the signalized and non-signalized. THE SIGNALIZED PEDESTRIAN LANES consists of signal displays, line markings and traffic lights. This gives priority to vehicles, and only allows pedestrians to cross when the traffic light sign is turned on. Meanwhile, the NON-SIGNALIZED PEDESTRIAN LANE does not have traffic light signals. As a result, vehicles must give way to pedestrians and stop before the pedestrian lane marking. We see these pedestrian lanes more often in our country. Here, we prioritize the safety of pedestrians. Also keep in mind that it is forbidden to block the pedestrian lane when you make a stop here. And that ends our two-part discussion on Pavement Markings.

# **Pavement Markings and Signals Part 2**

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Good day to you, Student Driver!

Now let's continue our discussion about Pavement Markings. This is the TURN LINE. It is used to guide vehicles in turning at intersections in order to avoid going to the opposite lane.

LOADING AND UNLOADING BAY LANE LINE is used to indicate the correct location where passengers can ride or get off the vehicle, especially for public utility vehicles. It is a solid white or yellow line on the side of the road that gives space for the vehicle and the unloading area.

Most of the time there are continuity lines that can also be seen in this part of the road. This is the markings for PARKING BAY. The lines are for the smooth and efficient use of the dedicated parking area. There are also parking spaces reserved only for Persons with Disabilities.

APPROACH PAVEMENT MARKINGS FOR ISLANDS AND OBSTRUCTIONS are the oblique markings on the road. These guide the vehicles to their desired paths of travel and to avoid the island or any obstruction. The length of the transition line depends on the width of the island or obstruction.

RUMBLE STRIPS are horizontal white lines on the road that are slightly raised and are used to alert drivers through vibration, as if the vehicle is being shaken, while passing on it. It gives warning on traffic hazards ahead, such as dangerous curves, accident prone areas or merging traffic.

The CURB STRIPING or painting is used in drop-offs and pick-up zones. This is for the parking and other curb rules to be clear to the road users.

YELLOW CURB PAINTING means NO PARKING. Temporary stop to load or unload passengers is allowed but the driver must stay inside the vehicle.

Meanwhile, RED CURBPAINTING means NO PARKING and NO LOADING and UNLOADING. It is often seen on the streets with heavy traffic flow or areas with fire hydrants. Red curb pavement markings are also used for designated FIRE LANES. This is for the rapid mobility of firefighters and rescue personnel. No vehicle except fire trucks and rescue vehicles can park here.

The RAILROAD CROSSING AHEAD pavement marking has a white, X-shaped sign or "crossbuck" and painted letters "RR". These markings warn you to be aware of the crossing ahead and to pay particular attention to the possible approach of a train.

PAVEMENT ARROWS are the white arrows on the road used for lane control. It points to the direction in which the vehicle should be headed. The vehicle should just go straight, turn or make a U-turn. So when you're driving in a lane, make sure the pavement marking is in accordance with the direction you want to go.

In the SPEED LIMIT MARKING, the number stated on the pavement is the set limit for the speed of vehicles in an area. This is a reminder in addition to other speed limit road signs that can also be seen on the road.

So, what are the other markers we see on the road?

Here's more...

OBJECT MARKINGS are used to mark obstructions on or across the road that may disrupt your driving. It is usually reflectorized or painted with black and white or yellow stripes so you can easily notice it. We also see roadway objects such as barriers and traffic cones. These are used for separating the lanes and guiding the traffic to move in one direction.

RAISED PAVEMENT MARKING is a safety device used on the road which replaces lane lines. It is usually made of plastic, ceramic, thermoplastic paint, glass or metal that differs in shape and color. Some of these markings are reflectorized so it is easy to see them at night. An example of this is the CAT'S EYES. Also on the streets, we see BUS AND PUV LANE pavement markings. These are the unbroken yellow lines on the road that are used to separate designated lanes for buses and Public Utility Jeepneys from other vehicles. At times, raised pavement markers such as steel bollards and barriers are placed on these lanes.

There are also pavement markings for MOTORCYCLE LANES. It is to mark the designated lanes to serve as a guide for motorists and also to prevent accidents. BICYCLE LANE pavement marking is a solid white line that means only bicycles can use this lane.

Do you now understand the meaning of the different pavement markings?

Now let's talk about TRAFFIC LIGHTS and the meaning of its signals.

TRAFFIC LIGHT SIGNS are road signals for directing traffic using color lights. It is also called a stoplight or traffic signal. GREEN SIGNAL means "go" wherein vehicles can continue driving, just make sure there are no pedestrians or other road users crossing before proceeding. FLASHING GREEN SIGNAL OR ARROW means the vehicle facing this green signal can go straight, turn right or left as long as it is done with caution.

YELLOW SIGNAL means the red light is about to light up. So vehicles should safely stop or slow down if they are not inside the intersection. FLASHING YELLOW SIGNAL is a reminder that motorists may continue to drive but with caution.

The RED SIGNAL means that vehicles must stop at the clearly marked line. FLASHING RED SIGNAL means the vehicle should stop and only proceed driving if it is already safe and allowed.

These are the proper hand signals you need to learn in driving. This is used to alert drivers behind you in case you will make a turn, slow down or stop.

How to use them?

If you are turning left, just extend your arm straight out the window. If turning right, extend your arm out the driver's window with your elbow bent and point your hand upward. And to stop, extend your arm out the window and point your arm down with your fingers extended. Remember that this can only be used in case of emergencies and if your vehicle signal lights are not working. If this is the case, it should be fixed immediately because vehicles with defective signal lights are not allowed on the road.

## **Rules on Turning and Overtaking**

### **Learning Objectives**

- Learn the rules on turning and overtaking
- Learn the specifics of when and when not to overtake

### **TOPIC CONTENT**

**SECTION 37. Driving on Right Side of Highway** - ...every person operating a motor vehicle or an animal-drawn vehicle on a highway shall pass to the right when meeting persons or vehicles coming toward him, and to the left when overtaking persons or vehicles going the same direction

-...when turning to the left in going from one highway to another, every vehicle shall be conducted to the right of the center of the intersection of the highway.

**SECTION 39. Overtaking a Vehicle** – The driver of any motor vehicle overtaking another vehicle proceeding in the same direction shall pass at a safe distance to the left thereof.

Cutting an overtaken vehicle - No driver shall drive to the right side of the highway after overtaking before his motor vehicle is safely clear of such overtaken vehicle.

**SECTION 40. Driver to Give Way to Overtaking Vehicle.** – The driver of a vehicle about to be overtaken and passed by another vehicle approaching from the rear shall give way to the overtaking vehicle on suitable and audible signal being given by the driver of the overtaking vehicle

- ... shall not increase the speed of his vehicle until completely passed by the overtaking vehicle

**SECTION 40. Restrictions on Overtaking and Passing.**

(a) The driver of a vehicle shall not drive to the left side of the center line of a highway in overtaking or passing another vehicle proceeding in the same direction, unless such left side is clearly visible, and is free of oncoming traffic for a sufficient distance ahead to permit such overtaking or passing to be made in safety.

(b) The driver of a vehicle shall not overtake or pass another vehicle proceeding in the same direction, when approaching the crest of a grade, not upon a curve in the highway, where the driver's view along the highway is obstructed within a distance of five hundred feet ahead, except on a highway having two or more lanes for movement of traffic in one direction where the driver of a vehicle may overtake or pass another vehicle: Provided, That on a highway within a business or residential district, having two or more lanes for movement of traffic in one direction, the driver of a vehicle may overtake or pass another vehicle on the right.

(c) No driver shall overtake at any railway grade crossing overtaking or pass another vehicle proceeding in the same direction at any railway grade crossing.

Overtaking at an intersection - No driver shall overtake or pass another vehicle in the same direction at any intersection of highways except on a highway having two or more lanes for movement of traffic in one direction where the driver of a vehicle may overtake another vehicle on the right.

## **Rules on Right of Way, Parking and Other Provisions, and Duties of a Driver in Accidents**

### **Learning Objectives**

- Learn the rules on right of way
- Learn the rules on parking
- Learn other driving rules under RA 4136

### **TOPIC CONTENT:**

**SECTION 42. Right of Way.** – (a) When two vehicles approach or enter an intersection at approximately the same time, the driver of the vehicle on the left shall yield the right of way to the vehicle on the right, except as otherwise hereinafter provided. The driver of any vehicle traveling at an unlawful speed shall forfeit any right of way which he might otherwise have hereunder.

(b) The driver of a vehicle approaching but not having entered an intersection, shall yield the right of way to a vehicle within such intersection or turning therein to the left across the line of travel of such first-mentioned vehicle, provided the driver of the vehicle turning left has given a plainly visible signal of intention to turn as required in this Act.

(c) The driver of any vehicle upon a highway within a business or residential district shall yield the right of way to a pedestrian crossing such highway within a crosswalk, except at intersections where the movement of traffic is being regulated by a peace officer or by traffic signal. Every pedestrian crossing a highway within a business or residential district, at any point other than a crosswalk shall yield the right of way to vehicles upon the highway.

Right of Way on "through highway" or railroad crossing - The driver of a vehicle upon a highway shall bring to a full stop such vehicle before traversing any "through highway" or railroad crossing: Provided, that when it is apparent that no hazard exists, the vehicle may be slowed down to five miles per hour (8kph) instead of bringing it to a full stop. (Section 42 d & 43 c)

**SECTION 43. Exception to the Right of Way Rule.** – (a) The driver of a vehicle entering a highway from a private road or drive shall yield the right of way to all vehicles approaching on such highway.

(b) The driver of a vehicle upon a highway shall yield the right of way to police or fire department vehicles and ambulances when such vehicles are operated on official business and the drivers thereof sound audible signal of their approach.

**SECTION 45. Turning at Intersections.**

(a) Vehicles turning right must go to the rightmost lane and stay on the right lane after turning

(b) Vehicles turning left must choose the leftmost lane and stay on the left lane after turning

(c) The center of the intersection shall mean the meeting point of the medial lines of the highways intersecting one another, except when it is occupied by a monument, grass plot or any permanent structure, other than a traffic control device.

Yellow box prohibitions:

- Do not block the intersection even when making a turn
- Do not make a U-turn
- Yield the right-of-way to those inside the yellow box
- Never communicate or exchange pleasantries with fellow motorists or road users
- Do not park within 6 meters upon intersections
- Do not load/ unload passengers or goods

**SECTION 46. Parking Prohibited in Specified Places –**

1. In an intersection
2. On a crosswalk
3. Within 6 meters of the intersection
4. 4 meters from the driveway entrance
5. Within 4 meters from a fire hydrant

6. In front of a private driveway
7. On the roadway side of any unmoving or parked MV at the curb or edge of the highway
8. At any place where signs of prohibitions have been installed

**SECTION 47. Parked Vehicle.** – Whenever a motor vehicle is parked unattended on any highway, the driver thereof must turn off the ignition switch and stop the motor and notch effectively the hand brake.

**SECTION 51. Hitching to a Vehicle.** – No person shall hang on to, or ride on, the outside or the rear end of any vehicle, and no person on a bicycle, roller skate or other similar device, shall hold fast to or hitch on to any moving vehicle, and no driver shall knowingly permit any person to hang on to or ride, the outside or rear end of his vehicle or allow any person on a bicycle, roller skate or other similar device to hold fast or hitch to his vehicle.

### **Use of Red Flag**

Whenever the load of any vehicle extends more than one meter beyond the bed or body thereof, there shall be displayed at every projecting end of such load a red flag not less than thirty centimeters both in length and width.

Red lights may be used in lieu of the required red flags. These lights should be visible at least fifty meters away. Red flag lights should also be switched on not later than one-half hour after sunset and until at least one-half hour before sunrise. Also, whenever weather conditions requires it, these lights should be turned on as well.

### **Mufflers**

Every motor vehicle propelled by an internal combustion engine shall be equipped with a muffler, and whenever said motor vehicle passes through a street of any city, municipality, or thickly populated district or barrio, the muffler shall not be cut out or disconnected. No motor vehicle shall be operated in such a manner as to cause it to emit or make any unnecessary or disagreeable odor, smoke or noise.

### **Tires of Motor Vehicles**

No motor vehicle with metallic tires shall be operated upon any public highway, and solid tires whenever used shall be of sufficient thickness to prevent the metal rims thereof from coming in direct contact with the road.

### **Duty of Driver in Case of Accident.**

In the event that any accident should occur as a result of the operation of a motor vehicle upon a highway, the driver present, shall:

- show his driver's license,
- give his true name and address

- give the true name and address of the owner of the motor vehicle.

No driver of a motor vehicle concerned in a vehicular accident shall leave the scene of the accident without aiding the victim, except under any of the following circumstances:

1. If he is in imminent danger of being seriously harmed by any person or persons by reason of the accident;
2. If he reports the accident to the nearest officer of the law; or
3. If he has to summon a physician or nurse to aid the victim.

**Section 52.** No person shall drive or park a motor vehicle upon or along any sidewalk, path or alley not intended for vehicular traffic or parking.

**Section 54.** No person shall drive his motor vehicle in such a manner as to obstruct or impede the passage of any vehicle, nor, while discharging or taking on passengers or loading or unloading freight, obstruct the free passage of other vehicles on the highway.

## **Expressway Rules and Regulations**

### **Learning Objectives**

- Learn what an expressway is
- Understand the designated use of the different lanes on the expressway
- Learn the different expressway signs

### **TOPIC CONTENT:**

**Expressway** - a high speed road with controlled entry and exit. It has lane dividers to divide both directions of traffic and usually has two or more lanes in each direction of traffic. Also called tollways because most of the time, drivers have to pay to pass through it.

These include:

- South Luzon Expressway (SLEX)
- North Luzon Expressway (NLEX)
- Southern Tagalog Arterial Road (STAR Tollway)
- Subic-Clark-Tarlac Expressway (SCTEX)
- Tarlac Pangasinan La Union Expressway (TPLEX)
- Manila Cavite Expressway (CAVITEX)

### **Two-lane expressway**

- Lane 1 (left lane) – passing lane
- Lane 2 (right lane) – all vehicles



### **Three-lane expressway**

- Lane 1 (left lane) – passing lane
- Lane 2 (center lane) – cars, buses and freight vehicles with cargo of less than one and a half tons
- Lane 3 (outer right lane) - freight vehicles with cargo higher than one and a half tons, as well as for special and construction equipment vehicles

### **Four-lane expressway**

- Lane 1 (left lane) – passing lane
- Lane 2 (inner left lane) – cars, medium buses and freight vehicles with cargo of less than one and a half tons
- Lane 3 (inner right lane) – large passenger buses and freight vehicles with cargo higher than a ton and a half
- Lane 4 (outer right lane) – special and construction equipment vehicles

### **Expressway Road Signs**

- Direction to expressway signs – tell the direction in which the road enters an expressway
- Prohibition signs – tell what vehicles are not allowed on the expressway such as "driving bicycles and motorcycles," prohibiting vehicles from entering without taillight, and so on
- Proper lane direction signs – inform the driver the correct lane to be at so he can take the right exit depending on his destination
- Special signs (usually 200 m from toll exit)
  1. Wrong way – Turn Back
  2. Reduce speed now
  3. Check brakes – means to reduce speed now; step on the brakes a little when you see it
- Toll road signs- inform drivers that vehicle is approaching the toll plaza. There are also preliminary warning signs to identify the appropriate toll lane for the toll fee payment and to determine the toll rates to be paid.

## **Motorcycle Guidelines and Parts**

Good day to you, Student Driver!

In this part of our discussion we will talk about what you need to know to safely drive a motorcycle.

It is important to understand the following rules and regulations pertaining to motorcycle driving. Note that the motorcycle driver or rider is only allowed to have one passenger. The

rider and his passenger must also wear a standard safety helmet while traveling on the road. It is also strictly prohibited for a passenger to ride in front of the rider which may interfere with safe driving.

Here are the things to keep in mind about the proper use of accessories for motorcycles. The top box or additional motorcycle gear pouch may be placed on the rear side of the motorcycle but it should not exceed the size of two full-faced helmets. For custom-made top boxes, make sure that it does not exceed 2 x 2x 2ft in size, does not block the side mirrors, and must be registered with LTO.

Saddle bags or boxes can be placed at the back of the motorcycle. Make sure it does not exceed 14 inches from the side of the seat nor does it exceed the length of the back of the motorcycle. If you prefer custom-made saddle bags or saddle boxes, also make sure they are registered with LTO.

Riding a motorcycle with children, minors, or younger than eighteen years of age is not permitted in areas where prescribed speed of vehicles is 60 kilometers per hour and in areas with heavy traffic flow and high-speed vehicles.

A child is allowed to ride when he can reach the foot pedal of the motorcycle and if the child is capable of holding on the rider's waist. The child is also required to wear a standard protective helmet when riding a motorcycle. As per the above rules, passengers, especially children are not allowed to sit in front of the rider.

Here are the things to keep in mind about the proper use of motorcycle auxiliary headlights. First, note that the auxiliary headlights switch must be separate from the main headlights switch. Second, the auxiliary headlights should be pointed to the ground and not to the left of the vehicle so as not to glare at oncoming motorists. Third, only white or yellow can be used as color for the lights. Fourth, it should not be affected by any vibration of your vehicle. Fifth, auxiliary headlights should not be used in daylight or when on a well-lighted road. That is why it is important that its switch is separate from that of the main headlights. Sixth, only two auxiliary headlights with upto six bulbs or only LEDs can be placed on your motorcycle. Seventh, the auxiliary headlights should illuminate an area not exceeding ten meters. Eighth, it should not be placed on the handlebars of your motorcycle. Lastly, remember that auxiliary headlights are only supplemental to the main headlights and cannot be used as a substitute.

Now let's discuss the important parts of a motorcycle.

The three common types of motorcycle in the country are the scooter, underbone type, and backbone type motorcycles. There are many different types of motorcycles but these three are the ones we see most often on our roads. But how do these motorcycles differ in terms of operation?

Note that they are all two-wheel vehicles and are classified as motorcycles but they differ in the way they are operated.

Located on the front side of scooters or fully-automatic motorcycles is the rear brake lever and front brake lever, also on the front is the accelerator grip which is used to operate the vehicle. The left and right side mirrors can be seen on both sides and the dashboard is in the middle.

Underbone type semi-automatic motorcycles differ from scooters or fully-automatic motorcycles since they have a rear wheel foot brake pedal, right hand brake pedal, and foot gear shifter on the lower left side of the motorcycle. As for scooters, it has dashboard and two side mirrors in front. If the underbone type motorcycle is fully automatic, it does not have a foot gear shifter but instead it is controlled the same way as a scooter.

Backbone type motorcycles are the largest type of motorcycles and are manually operated. Like scooter and underbone type motorcycles, it has a throttle on the front right portion and side mirrors on either side. It also has a rear wheel foot brake pedal just like on semi-automatic motorcycles. Its difference from other types of motorcycle is that it has a clutch on the front left side portion. Also a gear shifter on the left foot of the motorcycle. Unlike scooters or fully-automatic motorcycles that have front brakes and the driver doesn't need to use feet to drive.

Now, let's talk about the parts that are often seen on a motorcycle. Let's first discuss the parts of the dashboard.

The speedometer shows your current running speed from zero to the fastest speed your vehicle can run. This design may vary depending on the model of your motorcycle. On the speedometer of more modern motorcycles you will only see numbers.

The dashboard also has a headlight indicator to see if your headlights are on. Also located here is the odometer which shows the total distance your motorcycle has run. Then the fuel gauge which shows the fuel level of your vehicle. There is also the engine check that indicates if your motorcycle has a problem. Signal lights are also located on your dashboard. Note that the dashboard design may vary but the fundamental parts we have mentioned are always found in the dashboard of any motorcycle.

Now let's talk about the different switches of a motorcycle. The high and low headlight switch is often located on the left hand side but in some vehicles it is located on the right hand side or in the middle. Usually the turn signal switch and horn switch or the horn are also located on the left hand side while the starting switch is on the right hand side. In other vehicles the engine kill is also on the right hand side. The headlight switch can also be seen here if it is not on the left hand side.

The engine choke lever is often seen in manual clutches and semi-automatic clutches. This is used to reduce the air entering the engine to make the motorcycle easier to operate. Just push this lever when you are ready to drive the motorcycle. Note that it is necessary to return the lever to its original position once the engine is running and do not operate the motorcycle while the engine choke lever is "on". This will not damage your vehicle but it will result in excessive fuel consumption and erratic engine power performance.

Now let's discuss motorcycle brakes. Older motorcycle models usually use drum brakes while newer models use disc brakes. The advantage of disc brakes over drum brakes is that the grip of its brake is stronger. On the other hand, the drum brake's advantage is its design wherein its brake does not get wet when it rains. Also its brake is strong even when the motorcycle travels on flooded roads. This is why there are motorcycles that have disc brakes at the front and drum brakes at the back.

Now, what are the three types of motorcycle drive? First is the chain drive. It is the most common motorcycle we see here in the Philippines. It is the easiest to use and maintain and it is the cheapest or most affordable. Belt drive, on the other hand, is often seen on backbone type motorcycles. Instead of a chain, it uses a belt. Compared to chain drive, it does not loosen quickly but takes up more space. Propellers or direct drives are rare. These are high-powered motorcycles or those motorcycles used in professional racing.

Lastly, for our discussion on motorcycle parts, let's learn about the motorcycle stand. There are two types of motorcycle stand, the side stand and the center stand. There are motorcycles that both have a side stand and center stand. The side stand is used if you need to stop driving your motorcycle momentarily. On the other hand, it is better to use the center stand when the motorcycle will be parked for a longer time.

And those are the things to keep in mind about driving a motorcycle.

## **Initial Operation and Driving of a Motorcycle**

### **Learning Objectives**

- Learn and apply the proper procedure of checking the overall condition of a motorcycle before riding
- Know the basics of handling handle bar, proper shifting and smooth braking
- Know the procedures and considerations when turning, stopping or parking
- Know the principles of loading and unloading passengers or cargoes

### **TOPIC CONTENT:**

#### **Maintenance**

##### **Lights**

- Ensure all lights such as signal lights, headlights and brake lights are working
- Replace busted bulbs

##### **Drive Chain and Sprocket**

- clean and oil every 600-1000 km

## **Brakes**

- brake line must be kept clean and leak free
- brake pads are kept in good condition and not too tight
- no leak in brake hose
- change **brake fluid every 2 years** and **brake hose every 4 years**

## **Tires**

- correct tire pressure
- check tire wear indicator

## **Engine oil**

- check for leaks
- change engine oil every 3000 km for regular oil, 6000 km for synthetic oil and 10000 for fully synthetic oil

## **Front and Rear Suspension**

- keep clean
- check for damage

## **Gas and Clutch Cables**

- replace every 2 years
- replace when they start to break or separate

## **Starting**

- Put down side stand
- Use the key switch on the vehicle
- For semi-automatic and manual motorcycles
  - First turn on the choke lever
  - Check gear indicator is at “N” which means neutral
- Start the engine
  - Press ignition switch is battery is sufficiently charged
  - Use kickstart if battery is not sufficiently charged or if ignition switch fails to start motorcycle
- Switch back choke lever to “OFF” position once engine is running

## **Moving and Proper Shifting**

- Disengage side stand
- Check side mirrors (check left and right if there are no oncoming vehicles)
- Fully automatic clutch

- Slowly roll “ON” the throttle
- Semi-automatic
  - Shift to desired gear then slowly roll “ON” the throttle (shift to 1st gear when moving from a stop position)
- Manual clutch
  - Squeeze the clutch lever “IN”
  - Shift to the desired gear (shift to 1st gear when moving from a stop position)
  - Slowly Roll “ON” the throttle while slowly releasing the clutch lever

## **Braking**

- Manual Clutch and Semi Automatic Clutch
  - Release the throttle
  - Simultaneously squeeze “ON” the hand brake and the pedal brake
  - Be aware of speed; shifting gear may be required
- Full Automatic Clutch
  - Release the throttle
  - Simultaneously squeeze “ON” the hand brakes

## **Proper Hand Signals**

- Change to left lane – stretch left arm to the left
- Stopping – left arm makes a 90-degree position with forearm pointed down
- Change to right lane – left arm makes a 90-degree position with forearm pointed up

## **Overtaking or Changing Lanes**

- Signal your intention.
- Make sure that you have enough power and speed when trying to overtake.
- Avoid eye-to-eye contact with other driver while overtaking. Eyes on the road.
- Do not force to overtake. Give way if in doubt.
- Follow the rules on OVERTAKING AND CHANGING LANE under RA 4136.

## **Safety Tips While Driving**

- Do not play with the handlebar
- Do not play with the brakes or signal lights
- Avoid eye contact with other motorists. Concentrate on the road
- Follow rules of RIGHT OF WAY

## **Things to Avoid When Changing Lanes**

- Not using hand or light signal
- Disregarding road markings or “counterflowing”
- Frequent changing lanes
- Overtaking when the road is not clear
- Overtaking at an intersection
- Overtaking while turning

- Disregarding traffic signs and signals

### **Bad Habits to Avoid**

- Not following yellow box rule
- Not following rule of precedence at intersections
- Not giving way to emergency vehicles (firetrucks, ambulances, police cars)
- Tailing emergency vehicles
- Disregarding pedestrians
- Ignoring STOP signs
- Disregarding traffic lights
- Racing with fellow drivers

### **Loading and Unloading Passenger or Cargo**

#### ***Loading***

- Ideally, the weight of the rider must not be less than 1/3 of motorcycle and additional load
- Make sure that the load is properly secured
- Advise the passenger to follow the driver's body at all times
- Advise the passenger to hold tight while the motorcycle is moving
- Advise the passenger not to remove the feet from foot pegs except when dismounting

#### ***Unloading or Dismounting***

- Passenger first
- Avoid unloading a passenger on a downhill

### **Common Loading Violations**

- Having more than one passenger and in some cases allowing a child to ride in between, even without a safety helmet and not yet capable of reaching the footrests.
- Large objects that block the view of the side mirrors or rear view mirrors
- Not securing load properly on the motorcycle.

### **Parking**

- Avoid parking downhill
- Do not leave the motorcycle parked with the engine still running
- Park the motorcycle in a well-lit area
- Do not park...
  - in front of a private garage or drive way
  - at the sidewalk
  - within six meters of intersection
  - within four meters of fire hydrant
  - in front of hospital/emergency gate

- in a no parking zone
- in a zone not intended for motorcycles

## **Motor Vehicle Parts**

Good day to you, Student Driver!

In this topic we will discuss the different parts of a vehicle. Let's start with the exterior lights or lights that can be seen outside of the vehicle. First are the headlights or headlamps with white or yellowish light. One headlight each is attached to the right and left front side of the vehicle. Drivers are advised to open it from thirty minutes after sunset until 30 minutes before sunrise or whenever necessary. This also depends on the weather conditions such as heavy rain or thick smoke or fog which may be encountered when traveling on the road. Remember that there should be no red light facing forward.

Vehicle exterior lights also include the front and rear signal lights which are usually yellow, amber, or orange. The front and rear signal lights must be lit at the same time when the vehicle turns on the road. Both right of the front and rear signal lights will light up when turning right, and both left of the front and rear signal lights will light up when turning left.

Vehicle signal lights are also used as hazard warning lights or flashers. But instead of just the right or left signal lights, both the front and rear lights of the vehicle light up simultaneously if it is used as hazard warning lights to alert other motorists on any traffic problem.

Tail lamps and brake lights are exterior lights located at the rear of the vehicle. The tail lamp light and the brake light are both red and are usually located on only one side. The brake light is always brighter than the tail lamp. To make sure your driving is safe, make sure your brake light is working properly. Just turn on the light and step on the brakes to see the brake lights.

It's also important that your vehicle's reverse or backing lights are bright and are working well. These lights only light up when the vehicle is backing or reversing. It cannot be lit when the vehicle is moving forward.

And the last kind of exterior light of a vehicle is the plate lamp. Remember that the plate lamp used to illuminate the vehicle number plate must only be white.

Here are the other exterior parts of the vehicle. This includes: side mirrors on the right and left side of the vehicle, windshield or the large glass in front of the vehicle, and the wipers which are used to clean the windshield of the vehicle.

There are some vehicle models, like SUVs and AUVs, that also have rear wipers. It is used to clean the flat rear glass or windshield and wipe rainwater that was not blown off by the wind.



Vehicles usually have two or four doors. For some vehicle models, there is an additional door at the back. Swinging doors are often seen in vehicles while others, such as vans, have a sliding door design.

All vehicles have an engine hood that is usually located in front and is used to cover the vehicle's engine.

Lastly, the luggage compartment hood. It is usually at the back where the luggage compartment is but for vehicles with engine at the back, the luggage compartment and the hood are in front of the vehicle. If your vehicle is an SUV or AUV, the rear portion of the vehicle can be considered as the luggage compartment hood or fifth door. Another part of the exterior of the vehicle is the fuel tank cap. Make sure it is properly closed so that the fuel tank of your vehicle will be protected and will not easily open.

The underchassis of the vehicle refers to the vehicle parts that can be seen under the vehicle or when the hood of the vehicle is raised. This includes the car engine which is usually in the front while in vans it is located under the driver's seat. This also includes the vehicle's transmission which is connected to the engine and to the vehicle's wheels. The underchassis of the vehicle also has linkages and joints that connect various parts of the vehicle such as the underchassis, the molye of a vehicle, and its wheels to properly turn the vehicle.

The rear axle and differential can also be seen in the underchassis. If the vehicle is front wheel drive, it no longer has a rear axle. Rear-wheel drives such as large vehicles require a rear axle and differential to transmit engine power from the front to the rear of the vehicle.

The muffler and silencer are also located under the vehicle. These help reduce the noise emitted by the vehicle. Remember that removing the vehicle muffler is prohibited since it causes noise pollution.

Can you still follow? Come on, let's proceed.

Let's find out what the various numbers written on the car tires mean as a measure to ensure the safety of the driver and his passengers.

These small numbers written on the tire are safety measures that specify the maximum or the heaviest load that the tire can carry and the maximum tire pressure. As shown in this picture of a sample tire, its maximum tire load is 670kg or 1447 pounds and the maximum air pressure is 340 kilopascals or 50 psi. Remember not to exceed these limits since it can cause your tire to explode but this does not mean that these limits should be reached. As for the recommended tire air or tire pressure, it is best to base it on your vehicle's manual.

Also there are numbers and letters on the vehicle, similar to what is shown in this photo 225/50 R 17 98H. These numbers refer to the type of vehicle that matches the particular tire.

Usually there is a letter written before the first set of numbers whose meaning is as follows: P for Passenger Car, LT for Light Truck, ST for Special Trailer, and T for Temporary. If the numbers do not include letters, it is often a passenger car. The first set of numbers after the letter, wherein for this example is 225, refers to tire width sidewall to sidewall.

The next set of numbers, wherein for this example is 50, is the aspect ratio or the proportion of the width to the height of the wheel. The next letter refers to the construction of the tire: R for Radial, D for diagonal, and B for bias which is the most popular.

The next two numbers, wherein for this example is 17, refer to how many inches the inner diameter of the tire is or the measurement of the tire, from top to bottom.

In the last part, you can see the numbers and letters that refer to the load index and speed symbol of the vehicle, wherein for our example is 98H. The 98 index means that the heaviest load the tire can carry is at 750 kilograms and the H means that the fastest speed that the vehicle can travel is at 210 kilometers per hour. Use this guide and make sure you do not exceed the given limits.

If you need to change a tire, make sure these sets of numbers and letters are the same as those on your new tire.

Now let's take a look at the interior parts of the vehicle. Let's first discuss the steering wheel. It can be noticed that on newer vehicle models there are many control panels located on the steering wheel. But the most important thing here is the horn which is usually seen in the middle of the steering wheel. Other control panels also seen on the steering wheel depend on the vehicle model. It could be for controlling the radio or car windows and many others.

The headlight switch and the wiper switch can be found behind the steering wheel. The headlight switch is usually on the right and is used to turn on and off the headlights. It is usually located together with the turn signal switch. The wiper switch, that is usually on the left, is used to control the front wiper and also the rear wiper, if the vehicle has one.

The ignition switch is also located in the interior of the vehicle. It is more common in older vehicle models to use a key that is inserted into the ignition. To start a vehicle, you must first put the switch to "accessory", then to "on", and then to "start". While in more modern vehicles the key is no longer used, and instead the driver simply presses a button to start or stop the vehicle's engine. The key of such vehicle models is called the fob.

The gear selector level can also be seen in the interior part of the vehicle, which has two types that are common in the country. First is the manual or stick shifting where you can put in 1st gear, 2nd gear, 3rd gear, 4th gear, 5th gear and reverse your vehicle and also use the clutch for manual selection. The other type is called automatic gear shifting in which you can put your vehicle in park, reverse, neutral, drive, level 3, 2, and low drive conditions.

Pedals such as the clutch pedal, brake pedal, and gas or accelerator pedal can be seen at the lower part of the vehicle's interior. Only the manual vehicle has a clutch pedal.

The brake and gas or accelerator pedals are only present in automatic vehicles. It is also important to note the difference between the brake pedal and the gas or accelerator pedal to avoid any confusion that can cause road accidents. The gas pedal is generally narrower and more elongated compared to the brake pedal which is shorter and wider.

The vehicle has two types of parking levers: the hand parking brake lever and the foot parking brake lever. The hand parking brake lever or emergency brake is usually located next to the driver, which is just pulled up to be used. To release the hand parking brake lever, just press the button located at the end of the lever and then push it downward.

The foot parking brake lever is only seen on automatic vehicles. It is a smaller foot pedal located on the floor to the left of the standard brake pedal. Just step on the pedal to activate and step on it again to release.

Also located next to the driver is the driver control console where the door lock switches and control of the vehicle windows are located. Older vehicle models may not have such features.

In the middle portion of the vehicle, you can see the hazard switch that is used to turn on or off the hazard lights. In the interior of the vehicle there are the cabin lights and its switches which are usually installed close to each other.

Now, let us learn the various instruments that can be found on the dashboard of your vehicle. First is the tachometer which measures the working speed of a car engine or revolutions per minute. Here you can also see the speedometer which measures the speed of the vehicle or kilometers per hour. Also the fuel gauge which measures the fuel level of the vehicle and the radiator temperature gauge which in turn measures the temperature of the engine coolant to prevent overheating.

Also remember these warning lights that may flash on your dashboard: brake warning light, air bag warning light, door ajar or open, oil warning light, anti-lock braking system or ABS caution light, seat belt warning light, coolant warning light, battery warning light, hazard warning light, and check engine light. These warning lights indicate if there is an issue with the vehicle that you need to fix.

Also located in the interior of the vehicle is the air-conditioning control panel, with three controls: the setting, thermostat, and airflow. The setting control is used to adjust the fan power of the vehicle air-conditioner. For thermostat, the cooling function is often used according to the weather here in the Philippines. But there are some vehicles in the country that also have heater functions with thermostat control. The airflow control is adjustable according to your desired aircon settings.

The safety features of the vehicle are as follows: First are the seat belts which are located on all car seats. There are also airbags installed inside the vehicle that only open if the vehicle collides in front or behind it. Airbags are usually installed at the front part of the vehicle but there are also other vehicle models with airbags installed on the sides. The window lock is a safety feature that is ideal to use when there is a child passenger. It locks the car windows so that they cannot be opened easily during the ride.

Head restraints on car seats not only serve as head rests but are a safety feature as well. These will reduce the risk of causing neck injuries to the driver and the passengers, in case the vehicle gets involved in an accident.

Child restraint is not a built-in safety feature in vehicles but under the law it is required to be used if there is a child passenger. The child lock is a safety feature placed behind the car doors. It is used to prevent child passengers from opening the door while the vehicle is moving.

And this is the end of our discussion on this topic. Now you know the different parts of the vehicle located on its exterior, underchassis and interior.

## **Topic 19: Pre Driving of a Motor Vehicle**

Good day! Welcome to SafeRoadsPH.

In this topic, we will discuss the pre-driving orientation for motor vehicles.

These are the things you need to do before driving a vehicle.

The Walk Around Check is a visual inspection of your vehicle. It is good to check the important parts of your vehicle before driving it on the road. First is to check the lights and lamps of your vehicle. Make sure there are no burned-out bulbs and damaged lamps. Next, check the mirrors and windows of your vehicle. Inspect for any cracks or damages. Also check carefully if your vehicle has body scratches that you are not aware of. Since there are instances wherein an untoward incident happened to your vehicle while you are away.

The tires should also be checked before riding your vehicle. Check for any cracks in the side walls of the tires. See if they are flat or with worn-out tread. Also make sure there is no tire bulge on the sidewall of the vehicle's tires. Also check if the tire rims are not damaged.

Next is to check the underchassis of your vehicle. It's best to check for any damage or see if the suspension is worn-out which could cause your vehicle to collapse while traveling on the road. In checking the underchassis, you should also inspect if your vehicle has leaks of either engine oil, transmission fluid, gasoline, Radiator coolant or Brake fluid. If any leak is detected, determine if it is still safe to drive the vehicle or should the damage be repaired first.

Before riding, also check underneath the vehicle if there is a wheel stopper or wedge that you failed to remove, a person repairing or resting under the vehicle, pets, toys, and debris or anything that might get rolled on.

To make sure the ride is safe, make it a habit do a walk-around check before driving.

Now let us learn the pre-start routine before driving your vehicle. For light vehicles, always correct the position of your seat to make sure your position is comfortable, you can reach the pedals and steering wheel properly, and that you can see the road well while driving.

Adjust the seat height, the seat distance to the pedals and steering wheel and also the lean angle. Ensure proper driving position and distance in a way that you should be able to reach the pedals and steering wheel without stretching your legs and arms. Fix your car's side view mirrors and rear view mirrors. Newer vehicles usually have a mirror adjustment console next to the driver. Adjust them to partially see the side of your vehicle as well as those behind it. Always abide by the Anti-Distracted Driving Act regarding the placement of gadgets on the dashboard of your vehicle. If it is unavoidable to place gadgets, make sure they do not exceed the designated 4-inch safe zone and do not interfere with the driver's line of sight or vision. Make sure the locks are tight and the vehicle doors are locked. Always wear a seatbelt and remind passengers to wear it as well.

After doing these you are ready to drive. You can now Switch "on" the ignition or Position your key fob. Rotate it clockwise. For manual clutch vehicles, first make sure that the vehicle gear is in neutral position before starting the engine. If the gear is engaged when starting the engine, the vehicle may move unexpectedly then stall which may damage its gearbox. For automatic vehicles, first make sure the shifting lever is at "P" for park or "N" for neutral, depending on what is stated in the user manual of your vehicle.

It is also a good practice to step on the brakes while starting the vehicle. To start the engine, turn the key clockwise or place the key fob and press the engine start button. Just keep in mind that there are newer car models that do not start until you have stepped on the brake or on the clutch pedal or on both pedals. Also do not "over start" the engine. Once the engine starts running, you can release the key or the engine start button. Also avoid turning the key after the engine is running, because if you do, you will hear a grinding sound that can damage the starter motor.

Now here are the driving skills that you will accomplish in the practical part of your learning in a driving school. For manual vehicles, fully step on the clutch and brake pedals first. Second, place the lever in 1st gear and then release the parking brake lever. Then slowly release the clutch pedal while also releasing the brake pedal. You will feel a very slight vibration indicating that the engine and transmission of the vehicle are already engaged.

Take a quick look at the vehicle's path, step on the brake and clutch pedals if there is any obstruction. At this point your vehicle will move slowly. Gently step on the gas pedal and completely release the clutch pedal. At first, you may find it complicated but surely you'll be able to practice it well during the practical part of your learning in a driving school.

Now let us learn about shifting gears.

In a normal shifting lever or stick: one stands for first gear, two for second gear, three for third gear, four for fourth gear, five for fifth gear, and "R" is for reverse. The center line is usually marked with "N", which means neutral. Remember that the higher the gear, the faster the vehicle gets. Shifting or changing gears depends primarily on the following considerations: speed of the vehicle, RPM or revolutions per minute of the engine, capability of the vehicle, type of road whether it is flat, uphill, or downhill; also depends on weather condition, and on the driver's skills.

To change gears while the vehicle is moving, step on the clutch pedal and at the same time release the gas pedal. Place the shifting lever in the desired and appropriate gear and gently release the clutch pedal while gently stepping on the gas pedal. If you want to brake, step on the brake pedal first and then step on the clutch pedal. If you mistakenly step on the clutch before stepping on the brake, the vehicle's engine and transmission will disengage and it will be difficult for the brakes to slow down your vehicle. Step on the clutch pedal, if necessary, to downshift gears or when bringing the vehicle to a stop.

For operating automatic vehicles, first put the shifting lever in D position. Then, release the parking brakes. Slowly release the brakes and this will make the vehicle move slowly. Step on the gas pedal to speed up. And then step on the brake pedal to slowdown or stop. Just an important reminder, never use the left foot for braking. Also, do not step on two pedals at the same time using the same foot. Stepping on the pedals may be tiring at first. But just like in walking, your legs will get stronger as you get used to driving. You will soon be completely ready to drive!

## **Driving a Motor Vehicle**

### **Filipino Driver's Manual (FDM) VOL. 1, PAGE 107**

Good day to you, Student Driver!

This is the continuation of our discussion on the things you should learn about the initial operation of a motor vehicle.

The steering wheel is used to control the vehicle in the right direction of travel. Always use both hands to control the steering wheel for optimum control of the vehicle. It is best to position both hands in the 9 o'clock and 3 o'clock positions or in the 10 o'clock and 2 o'clock positions.

Tracking is a method of steering that allows you to keep your vehicle on the intended path of travel. To do this, look toward the center of the lane and make slight movements with the steering wheel.

There are three ways to hold the steering wheel if you want to turn the vehicle.

First is the hand over hand turning wherein both hands work on moving the wheel, with one hand crossing over the other to continue the turn. This is the easiest way since you turn the steering wheel in a constant motion to turn the vehicle but this is not recommended on vehicles with airbags. In the event that the vehicle is involved in an accident while in the act of turning, the airbag on the steering wheel may open and cause injury to the driver's arm.

For more modern vehicles, hand to hand steering is more recommended when turning the vehicle where the hands on the steering wheel do not cross each other. For example, when turning right, the right hand will begin at the top of the steering wheel and then the same

hand will pull the steering wheel downward, as you lower your lefthand. When your right hand meets your left hand in the 6 o'clock position you may continue to move the steering wheel upward with your left hand. Do this with the other hand when turning left. This way your hands will not cross each other and your arm will not block the center of the steering wheel where the airbag is.

The third way to hold the steering wheel when turning the vehicle is one hand steering. One hand steering is the smoothest way of turning but the driver has lesser control over the vehicle. This method is recommended for turning while the vehicle is in reverse and the driver is looking at the rear view. While the left hand is on the steering wheel, the right hand can rest on the shifting lever or on the passenger seat. It is important to think carefully about what to do before turning or crossing a lane on the road. To ensure safe driving, always be alert of your surroundings and current situation before you decide to turn or switch lanes.

Before turning or switching lanes on the road, first look in your side mirrors and rearview mirror. Make sure no vehicles or people are blocking your direction of travel. Also don't forget to signal your intention to turn right or left. Turn on the appropriate vehicle signal lights to let surrounding vehicles know what you intend to do. Once done, look again to check if it is already safe to proceed and if there are no road obstructions along your direction of turn or change of lane.

Now here are the proper steps in overtaking the vehicle in front. It is important to make sure your vehicle has enough power and speed when trying to overtake. Avoid making eye to eye contact with the driver of the vehicle being overtaken so as not to lose focus or cause a misunderstanding on the road. When you have passed the vehicle in front, return immediately to your original lane. Also, do not force yourself to overtake if you are in doubt. Just wait for a better opportunity to be able to overtake, if really necessary.

The driver may commit mistakes in turning the vehicle such as understeering and oversteering. Understeering happens when the driver fails to steer enough. This may be due to the driver's incorrect timing or lack of grip on the steering wheel. Oversteering, on the other hand, happens when the driver steers too much than the path of the vehicle. Wet roads can also cause understeering and oversteering, same as the presence of obstructions or debris on the road. That's why tracking is important to be able to adjust using the steering wheel as the vehicle turns. Remember that once the driver releases his grip on the steering wheel the vehicle will automatically return to its original straight path.

Now let us discuss the proper steps in steering the vehicle backwards.

First, step on the brake and put the shifting lever in reverse. Next, turn your body to the right to look at the rear of the vehicle. This is better than looking at the rear of the car using only the rearview and side mirrors. Place your left hand on top of the steering wheel in the 12 o'clock position and your right hand on the passenger seat. Release pressure from the brake and slowly release the clutch pedal to drive the vehicle slowly as you would when driving the vehicle forward. Turn the steering wheel towards your desired location. And keep your foot on the brake without stepping on it while making sure there is no obstruction along your path of travel. This way you can quickly step on the brake necessities is important to remember



the following to ensure safety when reversing. The turn radius of the front wheels is greater compared to that of the back wheels of the vehicle.

The front will swing out farther than the back when turning so also look after the front of your vehicle to avoid collision. When backing up to the left or right, just turn the steering wheel in the desired direction you are backing. If backing to the left, turn the wheel to the left and if backing to the right, turn the wheel to the right.

Now here are the proper steps for stopping and parking a vehicle. If you want to stop the vehicle, slowly take your right foot off the accelerator or gas pedal and move your right foot on the brake pedal and then step on it gently. For manual vehicles, step on the clutch pedal with your left foot before the vehicle comes to a complete stop. Do not step on the brakes abruptly and forcefully to make sure the vehicle stops smoothly. When the vehicle is stopped, keep your foot on the brake pedal and place the shifting lever in "neutral" for manual vehicles or in "park" for automatic vehicles. Pull the handbrake or park brake before releasing your foot from the brake and then turn the engine off.

There are three ways to park a vehicle.

One of these is the nose in parking which is considered the simplest of the three. If the parking area is spacious, simply turn the vehicle towards the parking slot. But if the parking area is crowded, this is how the nose in parking should be done: First, turn the vehicle in the direction of the parking spot until you reach this position. Drive in reverse while turning the vehicle in the other direction until the vehicle is facing directly opposite the desired parking slot and then enter the vehicle into the parking space.

The second method of parking a vehicle is called reverse parking. Find a safe and unobstructed spot to do this. First set an imaginary reference point near the vehicle parked next to the selected parking spot. Turn away from the parking slot and advance until the back of your car is aligned with the imaginary reference point. Next, use the side and rear view mirrors while slowly reversing into the parking spot so as not to collide with vehicles parked next to it. In the beginning this is hard to do but it will definitely become easier once you get used to it.

The third method of parking a vehicle is called parallel parking. If no other vehicle is parked in the selected area, only align the vehicle parallel or according to the flow of traffic. But if the selected parking spot is in between other parked vehicles, first, pull up alongside the parked vehicle in front of your chosen parking spot. Align your rear bumper with that of the parked vehicle and set it as your imaginary reference point. Then turn the steering wheel sharply in the direction of the parking spot and begin to back up slowly. When your steering wheel is already even with your imaginary reference point or the rear bumper of the other vehicle, straighten out the steering wheel and maneuver toward your parking spot. Do this while looking at the back of the vehicle but make repeated glances to make sure your front bumper is clear.



If parked on a flat road, straighten the steering wheel before turning off the car engine. Here are the things to do when parked on a downhill or uphill road. If parked on a downhill road, turn the steering wheel to the side of the road even with or without a curb available.

When the parking spot is on an uphill road, turn the steering wheel to the side of the road if there is no curb. If there is a curb, turn the steering wheel to the middle of the road. This is done to prevent the vehicle from moving to the center of the road in case of parking brake or gear malfunction. Instead, the vehicle will land on the side of the road or the curb will prevent it from moving.

Now here are the parking signs you need to remember.

A blue parking sign with the letter "P" can be seen in areas designated for vehicle parking. The letter P inside the red circle with a slash in the middle can be seen in areas where parking is prohibited. The third parking sign is for reserved parking or parking spaces reserved for selected individuals only. Some examples are parking lots reserved for employees of an establishment or for emergency vehicles. There are corresponding penalties for not following these parking signs which include towing of your vehicle.

Let us now learn the reminders regarding the proper loading and unloading of passenger or cargo vehicles: Pick up and drop off passengers and equipment only in designated zones. Make it a habit to check and double check the rear view and sideview mirrors of the vehicle before opening the vehicle doors to make sure not to hit other vehicles or cyclists. Allow adult passengers to alight first. If loading or unloading passengers or equipment will cause obstruction or inconvenience, it is advisable to turn on the vehicle's hazard warning light. Avoid further communication after unloading the passengers. Make sure all doors are closed properly after unloading passengers. Switch the turn signal and check the side and rear view mirrors of the vehicle before moving off. Now here is the post driving routine that a driver should practice. Check important documents, gadgets, and other vehicle equipment. If there is an intention to leave them inside the vehicle, it is better to place them in the section not visible from the outside of the vehicle. Also check if all passengers alight from the vehicle, especially young passengers who may have fallen asleep and failed to get out of the vehicle. Turn off switches, lights, and other vehicle controls. Turn off the engine and remove the car key.

Also don't forget to lock the vehicle once you get off. Do the walk around check again before leaving your vehicle.

It is also good to know and remember the important laws related to driving.

First is the Republic Act 4136 or the Land Transportation and Traffic Code which we discussed in the first part of this module. Also other laws such as RA 10913 or Anti-Distracted Driving Act, RA 10586 or Anti-Drunk and Drugged Driving Act of 2013, RA 8750 or Seat Belts Use Act of 1999, RA 8749 or Philippine Clean Air Act of 1999, and the RA 11229 or Child Safety in Motor Vehicles Act which we will discuss in Module 2.

And this is the end of Module 1 of the Theoretical Driving Course.

# **Attitude and Behavior**

A pleasant day to you, Student Driver!

In this topic, we will learn about Defensive Driving.

Defensive driving is a style in driving using skills and techniques that allows the driver to protect himself against possible collisions and road crashes caused by road hazards, other road users or bad weather.

Road safety is the main benefit of defensive driving. In a few simple steps, you can avoid road crashes. You can even save costs on vehicle maintenance and fuel consumption as other benefits of defensive driving.

But before we discuss defensive driving in detail, let's talk about the human factors that affect our driving. And that is the attitude and behavior of a person. But, what is the difference between the two?

Attitude is the feeling, belief or opinion of being in agreement or disagreement towards something. In driving, an example of a defensive driver's positive attitude is prioritizing safety in any road situation. Another example is being calm even in traffic because he is aware that being impatient while on the steering wheel does not bring any good.

Behavior, on the other hand, is the action or reaction we perform in response to a stimulus or event. Behavior is the action we take based on our attitude. An example of this is operating a motor vehicle in accordance with the speed limit because safety is our main concern. Another defensive driver's good behavior is being calm and patient even in traffic, wherein he does not compete with other motorists or blow the horn rudely.

Now that we know the definition of attitude and behavior in defensive driving, what are the qualities a defensive driver should possess? First, he should have a positive attitude towards road safety. A defensive driver must have control over his emotions, uses defensive driving techniques and his main concern is his safety and of the other road users. In addition, he is also responsible for his driving decisions.

The driver must also be physically and mentally fit to drive. Being physically fit means the driver should be capable of driving and there are no underlying health conditions that may hamper him from driving. These include drowsiness, fainting or heart attack. To be mentally fit, the driver must be able to focus on driving and make the right decisions while driving.

The driver must also have adequate driving training. When all drivers on the road are well-trained, our streets will surely be safer. Here in the Philippines, a theoretical driving course is already being implemented so that drivers understand the various laws and proper behavior while driving before a driver's license could be issued.

Aside from these, a defensive driver must also be able to apply his knowledge of vehicle maintenance. When a driver maintains his vehicle, the chances of encountering malfunction on the road and causing harm to others would be low.

How is defensive driving practiced? Let's take a look at the steps on how to do it. First, search. See the road in front, side and back of your vehicle. Look for road signs and other motor vehicles that may affect your safety.

Next is to identify. Know the potential and immediate hazard that can be encountered on the road. When we are aware of the hazards on the road, it will help us decide what to do.

Then, predict. Try to anticipate what other road users will do next. Since you have no control over other vehicles on the road, it is up to you to drive in the safest way possible. Next is to decide. You must make an immediate decision to avoid imminent danger.

Lastly, execute. You must be able to take action or move based on your decision. Often, when the driver is not aware of defensive driving, he finds it difficult to execute what he wants to do especially in situations that require immediate action to avoid an accident. It is very important that you learn defensive driving so you will not be overwhelmed by fear or panic during difficult situations.

And this is where the first part of our discussion on defensive driving ends.

In this topic, you learned a lot about a driver's proper attitude and behavior. Remember the important steps to be a defensive driver to ensure safety and a hassle-free journey.

## **Defensive Driving Skills**

**Filipino Driver's Manual (FDM) VOL. 1, PAGE 41**

Good day to you, student driver!

Let's continue our discussion on defensive driving. This time we will talk about the keys to defensive driving. First is concentration. Concentration is a mechanism by which we coordinate and focus on our physical and mental abilities to carry out the task. So, when the driver is focused, certainly traveling will be safer because he becomes more alert and is not easily distracted. Next are the driving plans and decisions. It helps to do route planning before traveling. Driving plan also provides guidance on what to do when faced with various situations such as emergencies and stop-overs.

Another key to effective defensive driving is to consider the view from the vehicle. The driver must be in a comfortable position while driving to properly see the front, back and side of the vehicle. With proper view, the driver can easily see pavement markings, road signs and road hazards. It also helps in proper parking, reversing and changing lanes if overtaking. Next is the speed. The faster the vehicle, the harder it is to control. Driver's decision-making time is

also shortened if the vehicle is moving fast. So, a defensive driver uses the right speed depending on the road he is traveling. He observes the speed limit and does not interfere with other road users.

Next key is fatigue management. Fatigue or tiredness results in decreased driving performance. This shows a decrease in reaction time, poor control of the steering wheel, difficulty in maintaining safe distance from the vehicles ahead and loss of concentration in doing other driving tasks. Some of the causes of fatigue include lack of sleep, driving time is not according to body clock, long hours at work, repetitive or monotonous activities, and physical limitations and medical condition. Therefore, a defensive driver must be in good condition and have a low fatigue level for a safe trip.

Finally, a key to defensive driving is following the laws, rules and regulations. The laws are there not to limit what we can do on the road but to provide order. The law is made for the safety of all and to protect the life of every road user.

Do you ever see yourself as a defensive driver? If so, let's take a look at some of the techniques used by a defensive driver.

First, there is the proper use of the brakes. Drivers who are not yet very skilled at driving often step on the brakes too hard. The brakes are strong, especially in new cars, so you have to step on them slowly. The vehicle may skid if you apply hard and sudden braking. Vehicle skidding is often caused by driving too fast and hitting the brakes. When stopping, the vehicle should be straight. A sudden turn while braking can cause damage and could overturn the vehicle. The driver should also know if the motor vehicle he is driving has ABS or anti-lock braking system or conventional braking system. If the vehicle has ABS, the brakes must be pressed hard. If conventional, the brake pedal should be pumped several times to prevent it from locking. Proper braking also includes maintaining the correct distance from the vehicles ahead. And to allocate enough space for sudden stops.

Another defensive driving technique is proper steering or steering wheel rotation. The hand position should be comfortable, and the body should be relaxed. Maintain a firm but gentle grip on the steering wheel. Do not tighten your grip when the road is wet. There is a chance that you will oversteer or understeer when you are holding the steering wheel too tightly. Also make sure the hand is positioned correctly at all times. You can also use one-hand steering wherein the left hand is on the steering wheel and the right hand is on the gear. Also make sure that nothing interferes with your hands and elbows while driving. And when changing lanes, do it slowly and not too sudden.

Now, let's talk about the proper gear shifting that is also a defensive driving technique. Poor timing and improper gear shifting can cause high fuel consumption and damage to the vehicle's engine. Make sure the vehicle is at the right speed before changing gear. When you feel that the vehicle has reached its full speed in its current gear position, you should not step on the accelerator further but shift to a higher gear instead. The change of gear depends on the speed, capacity and load of the vehicle.

In addition, there is the so-called engine brake. It is the process of slowing down a vehicle by stepping off the accelerator and downshifting gears instead of pressing on the brake pedal. To carry out engine braking, release the accelerator pedal to slowdown the vehicle. Once the vehicle is slow enough, you may downshift or lower the gear. Then you will feel a response in the engine and the vehicle will slow down even more. Another benefit of engine braking is that it reduces wear and tear on the brakes. It is also ideal to use when driving downhill, especially if the trip is long. Also by doing this, you can avoid heating of brake pads that may lead to brake loss. You can also perform engine braking in case of emergencies wherein the brake suddenly weakens or fails. You can stop the vehicle while applying the brakes by downshifting to the lowest gear and then releasing the clutch while shifting until the engine dies and the vehicle completely stops.

Safe reversing, maneuvering and changing lanes are also defensive driving techniques that a driver must learn. To execute these safely and orderly, the proper use of the sidemirror is very important. By quickly looking in the side mirror you should be able to immediately decide what your next move will be in driving, whether you will change lanes, overtake or give way to other vehicles. Double check the side mirror before changing lanes and always be aware of the movement of the vehicle ahead. Also allocate enough space before changing lanes.

And this is where our discussion on defensive driving ends.

May you remember the keys to effective defensive driving.

To recall these are the following: concentration, planning of your journey, consideration of the view from your vehicle, speed, fatigue management and compliance with the law. Also remember the different driving techniques for safer travels.

## **Road Safety, Sharing the Road, Courtesy and Discipline**

**Filipino Driver's Manual (FDM) VOL. 1, PAGE 139**

Good day, Student Driver!

In this topic, we will discuss road safety and sharing the road.

Road safety refers to the methods and measures used to prevent road users from being seriously injured or killed. The so-called road users or people who use the road include motorists or drivers of vehicles, cyclists or users of bicycles and other mobility devices, pedestrians, bystanders, law enforcers, construction workers, and street vendors.

Road safety policies are set to provide protection to road users who are ignorant of what they don't know, those doing wrong or dangerous things, and those who are innocent from

the actions of the aforementioned two types of road users. It is important to learn proper road-sharing practices so that the road is properly allocated and used by all in a fair and safe manner.

First is sharing the road with emergency vehicles such as ambulances, police patrol vehicles, and fire trucks in times of disaster. These emergency vehicles are easily recognizable on the road because of their lights and sirens. It is advisable to slow down and, if possible, stop to give way to emergency vehicles. Move to the right or left side of the lane to give them access. If you can't move, just stay where you are and let the emergency vehicle overtake you. And if you are at an intersection, cross first before giving the right of way to avoid interrupting the flow of traffic. And remember, never follow the path of the emergency vehicles.

Now here are the things to keep in mind when sharing the road with motorcyclists. Avoid excessive use of horn while following or overtaking a motorcycle. Double check side mirrors and blind spots before and after overtaking because it is harder to see motorcycles on the road. You can also do a head check to be sure. Provide enough distance when following a motorcycle. Take a good look at the brake lights and signal lights of the motorcycle. This way you can tell the next move of the motorcycle. Never be a bully on the road since motorcycle riders only have little protection. Even slight collisions can cause injuries or even death for motorcycle riders. So be alert to the rider's hand signals, head and foot movements to avoid them getting hit by your vehicle.

From small motorcycles, let us now discuss sharing the road with larger vehicles. Trucks and buses are bigger and longer than your vehicle so their blind spots are also larger. Do not overtake if the driver of the truck or bus cannot see you properly such as if you are in a blind spot or the weather is bad. Also avoid overtaking on curved roads as there are more blind spots in these areas. Aside from blowing the horn when overtaking, it is also good to use flashing headlights so that the driver of the larger vehicle being overtaken, as well as the oncoming vehicle, can see you better. Also be careful not to overtake on the right side of passenger buses because apart from the blind spot it also has the tendency to pull over to the right to drop off passengers. Avoid positioning yourself in blind spots of trucks and buses. As much as possible, do not drive on the lanes intended for buses and trucks to avoid landing in the blind spot of these vehicles. Never cut off trucks and buses because it's harder for them to brake. Look first in the rear and side view mirrors before changing lanes. Keep in mind that trucks and buses happen to take up more space for turns. Always allocate enough maneuvering space so they can maneuver properly and also avoid your vehicle from getting hit.

Here are the things to keep in mind about sharing the road with beginners or those who are just learning to drive. We all went through the process of being a novice driver so we understand how hard it is to drive when you are just new at it. Don't be a bully. Do not drive too close to them and give enough space for them to maneuver and drive properly. Avoid following too close since novice drivers may commit a mistake or brake suddenly. Since he is still a beginner, it is possible that he is not yet used to stepping on the pedals and the grip of his brakes. Also avoid overtaking too closely on the side of the novice drivers.

Lastly, and the most important of all, is the sharing of the road with other road users such as pedestrians, bicyclists and users of mobility devices, street vendors, law enforcers, and construction workers. They are the road users who are most at risk on our streets. As a vehicle driver, you have a huge responsibility to ensure the safety of this group of road users. If there are other road users on the road, make sure to give them enough space when you pass by them. Also be extra cautious when maneuvering on a dense road. Also be careful when passing school zones, markets and malls. Be aware and considerate of PWDs or Persons With Disabilities on the road. Let us always give them access and primary consideration. It's good to discreetly use the horn to let other road users know about your presence. In driving and traveling, remember that we all have equal rights in using the road and the main goal is road safety for all users.

And those are the things to remember about road safety and sharing the road.

## **Stress Management**

**Filipino Driver's Manual (FDM) VOL. 1, PAGE 143**

Hello there, are you hot-headed again? Or maybe you can't relax and think straight?

That might be due to stress.

In this session, we will talk about stress and how it can be controlled or managed. Afterall, when driving, you must be in a good mood, calm and without tension so that you drive properly on the road.

Stress is a physical, mental and emotional tension that a person experiences and it requires immediate, fair and impartial decisions and actions. It can come from a feeling, event or experience we have that causes us frustration, anger, confusion and nervousness. Stress is our body's reaction to a challenge or need.

Stress has different levels. To understand it clearly, let's use a stress-o-meter.

The first level of stress is the relaxed state. At this level, the cause of stress is present, but the person is not yet affected.

Next is the manageable level. Here, the person can still handle his emotions.

Third is the stressed level. At this level, the person can already feel the effects and is also having negative reactions about it.

Fourth is the anxiety level. Here the person already feels anxious and doubts about what he should do. The level of emotionality is also high at this point.



And the highest level is the panic stage. At this point, the person can no longer think clearly and only instinct seems to work. Also, confusion is severe and the person experiences mixed emotions.

Now that the concept of stress is clearer to us, what exactly causes it when we drive?

First are the personal and family problems. Another cause of stress is the heavy traffic.

Isn't it really annoying when you're stuck in traffic and the cars aren't moving?

Also contributing is the annoying and excessive noise from horn and mufflers of vehicles. Another cause of stress are the undisciplined and disrespectful motorists, passengers and pedestrians. Malfunctioning traffic lights as well as faulty pavement markings and road signs add to our stress. Improperly parked vehicles are also stressful especially if you are strictly complying with the parking rules and yet other vehicles don't seem to mind. Traffic enforcers that fail to immediately resolve a traffic tie-up can also be a cause of stress for drivers. Same with detours, rerouting and road closures with insufficient advice to motorists can also be very stressful.

Now, what about the vehicles that are pretending to be in an emergency? Isn't that stressful too?

There are also oncoming vehicles that do not dim their headlights or use too bright and prohibited headlights, it also causes stress. Plus, the annoying tailgaters and vehicles ahead that suddenly stop unexplainably. Lastly, another known cause of stress while driving are vehicles that do not give way and insist on right of way.

Now that you know some of the causes of stress while driving, what are its known effects on our body?

Stress affects our brain. It may result in depression, anxiety, panic attacks and other illnesses. The heart is also affected by stress. Stress causes blood pressure to rise and it also increases the risk of heart attack. While the effects of stress on lungs are difficulty in breathing and possible asthma attack, for those who have it. Sometimes stress also causes stomach pain. And when it comes to muscles, bones and joints, stress may also cause frequent pain on these body parts.

Now that we know the causes and effects of stress, how can we handle and avoid it?

First, let's learn about the stress caused by personal or family problems. For this type of stress, identify its root cause and find a solution for that. Also, you must not lose confidence and continue believing that you can cope with the challenges in life. Also check on your personal needs and see how these can be met. You may need rest, recreation or little pleasure to lighten your mood. If it's a family related problem, discuss it with them thoroughly and seek help from family members who understand you better. There is also stress caused by heavy traffic and poor road conditions. To avoid being stressed in this situation, just focus on your destination and think that it is more important to get there safely. You may listen to music to enjoy driving and be relaxed. Remain focused and alert on



the road rather than on matters that annoys you. Also remember that being irritated with traffic will not improve the road condition. So just chill and enjoy the ride.

If the stress is caused by unlawful or unreasonable traffic enforcers, then just have more patience towards them. If you are arrested, ask the officer for the committed violation, get the officer's name and the agency he is part of. And if you perceive it as an unlawful arrest, then you may contest it at the enforcer's office. Being ill-tempered may only worsen the situation.

There are instances wherein stress while driving is caused by other motorists and pedestrians that lack discipline. It is best to be calm and not to engage in a fight. Remember that having safe and hassle-free travel is more important.

Question. Is it worth it to fight stress?

Yes, of course. We all experience stress. And each of us has our own way of dealing with it. But as a motor vehicle driver, you have the responsibility to control your emotions for it affects your driving performance and the safety of others depends on it.

So, to deal with stress, let's remember some of these reminders. For easy recall, just remember the acronym **STRESS MANAGEMENT**.

First, **Smile and laugh**. There are so many things in life that we should be joyful about so this is what we should focus on. Let us smile, laugh and enjoy with our loved ones. In this way, we can relieve our stress.

Next, **Talk yourself through** it. It is only you that has control over yourself. So if you tell yourself that you can deal with stress, then you can definitely overcome it.

Next, **Relax**, enjoy and be happy. Get in the habit of being calm and choose to be happy regardless of the situation.

**Eat right**. Eat nutritious and healthy food and drink enough water. Proper food and water intake can balance our hormones which helps relieve stress. Also eat food that will make you feel good.

Next, **Spend time with family, friends and pets**. If there is one place that accepts you as you are, that is your home. Your family and friends are your safe zone. If you compare it to a cell phone, they are your charging area from where you draw strength to face life.

**Sleep well and better**. At times, all you need is proper sleep and rest to get rid of stress. So, make sure you get enough sleep.

**Meditate and focus at present**. One effective way to manage stress is to meditate. Try to take time to close your eyes, be silent and meditate on your present state. These days, we often work continuously and it disrupts our thinking resulting in confusion and neglect of responsibilities. Thus, resulting in self-blame and stress. So, it is very important to have time

to clear our minds. Through meditation, we feel calm, and our thoughts become clearer. It makes us also reflect on things in our lives that require immediate action.

**A is for the Almighty.** Make it a habit to pray to God. Surrendering our burdens to Him is an effective way to ease our emotions. Accept that there are things that are beyond our control and by praying we will have faith that things will be better.

**N simply means...** Notes. Write down what you feel and the things you need to do. Note down your ideas, dreams and thoughts. One way to release negative thoughts that cause stress is by writing them down on paper or notebook.

Next, **Avoid too much caffeine.** Yes, I know, coffee is delicious. But consuming it in excess can sometimes add to your stress. It causes nervousness, hot headedness and rapid heartbeat.

**G is for gum.** Chewing gum helps you relax. It also keeps you alert while driving.

The letter **E stands for Exercise.** It is good to exercise regularly. A defensive driver must be physically and mentally fit. During exercise, the flow of oxygen to your brain improves and this helps you think properly. It also helps you avoid muscle cramps and fatigue while driving. Exercise strengthens the hands, arms, legs and feet. It helps prevent stiffening or weakening of these body parts since you frequently use them for stepping on the pedals and steering the wheel, especially during a long drive.

**Music.** Studies show that listening to the music we like while driving makes us feel good. It also helps improve driving skills and encourages proper manners on the road. Music creates a positive mood, relaxes, increases focus in driving and reduces temper on the road.

Next, **Embrace and Cuddle.** Did you know that hugging and showing affection reduces stress because in this way support is expressed to the person being embraced? Studies also show that hugs are good for the human heart. It makes us feel better and improve our well-being. Oops ... just hug your loved ones. Don't just hug anyone!

**N is for No.** Learn to say "no". It's not bad to decline if the situation demands. Saying "no" helps you communicate to others the limitation of your capabilities. In this way, you may prevent having burdens and responsibilities that you are not supposed to have. Also, with this, each other's expectations become clearer. And this will result in a better relationship with others which means less stress for you, right?

Lastly, **Take deep breaths.** Inhale... exhale. Breathe in the positive. Breathe out the negative. By breathing deeply, the flow of oxygen in our body improves which is good for our muscles and brain. So, inhale... exhale. Keep calm to be safe on the road. All is well.

Remember our primary goals, as a driver and road user, are to put order on the road and to safely reach the destination.

And that is the end of our discussion on stress management. May you understand the factors of stress and may you handle it well when you are already driving on the road to avoid danger and to make sure that your trip will be comfortable.

## **Understanding Road Rage**

Good day, Student Driver!

We will learn another important lesson in this part of our discussion.

Come on, let's begin!

It is important to know that failure to cope with stress can negatively affect the driver. This can cause road rage or hot-headedness while driving which can affect the passengers and other motorists.

In case of road rage or hot-headedness while driving, who do you think wins between the aggressive driver and the victim? The answer here is none, because road rage is harmful for both parties so it should be avoided.

The following are some of the bad habits of aggressive drivers that we should avoid:

- First, cutting off or the sudden entry of a vehicle into a lane without sufficient warning to other motorists
- Next is tailgating or driving too closely behind another vehicle.
- Also, hand gestures that are unpleasant to other motorists
- Another is slow driving of a vehicle in the left lane that can cause slow movement of traffic and may distract other motorists.
- Next is the excessive blowing of horn that can annoy other motorists,
- And finally, fighting with another motorist as a result of a dispute over a parking space.

Now let's find out the possible effects of these bad habits related to aggressive driving, so you can further avoid it.

Cutting off is when a certain vehicle fails to provide a clear signal to other motorists regarding his intention to change lanes. It can also cause the driver not to check whether changing lanes is safe at that moment. Tailgating, on the other hand, occurs when a safe distance from the oncoming vehicle is not maintained. This can cause inconvenience and worry for the driver of the vehicle in front.

Remember that hand gestures often speak louder than words. Unpleasant hand gestures towards other motorists while on the road can cause arguments or misunderstandings.

Driving too slow in the left lane can also irritate other motorists especially if the driver of the slow-moving vehicle does not give way to other vehicles. Avoid excessive blowing of horn which may annoy other motorists especially in areas where it is prohibited. Lastly, arguing over a parking space can cause aggressive behavior in both drivers. Keep in mind that aggressive driving disregards safety and courtesy. And this can only lead to dangerous driving that may bring harm to other road users, properties and most of all even to yourself.

## **Anger Management**

A pleasant day to you, Student Driver!

Let's further increase your knowledge on proper driving to fully become a safe driver.

Let's go! Let's start discussing our topic for this module.

Road rage refers to any form of attack by a driver on another person that may have been the result of a misunderstanding, lack of knowledge about traffic laws, or lack of respect for other motorists while on the road.

Road rage causes harm not only to the driver but also to other passengers or motorists involved. This can cause a negative effect on the emotional health of those involved. A driver who is proven to initiate a road rage incident may be subject to fines and penalties according to the law.

The driver's license may be suspended or revoked. It may also lead to suspension or dismissal especially if the driver involved is a professional driver.

For more serious road rage incidents, the driver may be imprisoned as punishment for initiating a disturbance on the road especially if it caused serious injury or death of the victims.

Avoid becoming a victim of road rage. Here are some ways to avoid getting involved:

- Avoid retaliating because a fight always starts on both parties involved.
- Keep distance. Just give way to the vehicle of the irate driver.
- Set aside pride. Don't aim to win since driving is not a competition.
- Do not establish eye contact with the irate driver for it might be misinterpreted and may spark a fight.
- Make sure to be in the right state of mind before leaving home or office to keep your calm while driving.

- Seek help from traffic authorities and law enforcers. They know best how to handle incidents involving aggressive or dangerous motorists.

Now, these are the ways to effectively prevent the onset of road rage.

Improve your attitude, forget the desire to win, seek medical help if you have trouble controlling your temper, and pray before and after driving. Remember that your loving family is waiting for you so always do your best to get home safely.

## **BLOWBAGETS**

1. B - Battery
2. L - Lights
3. O - Oil
4. W - Water
5. B - Brakes
6. A - Accessories
7. G - Gas
8. E - Electrical
9. T - Tires
10. S - Self

## **Road Crash Human Factors**

**Filipino Driver's Manual (FDM) VOL. 1, PAGE 143**

Good day, Student Driver!

We will discuss another interesting topic.

Are you ready to learn? Come on, let's begin!

On the road, there are many possible causes of road crashes. So it is important that we know what they are and remember the ways that can be done to avoid them.

According to a study by the MMDA in 2019, there were 121,711 road crashes or 334 road crashes per day in Metro Manila alone. And this number is steadily increasing every year. Road crashes are not only disastrous and deadly, they are also detrimental to the economy. According to an NGO, damages due to road crashes reach approximately one hundred seven point five (107.5) billion pesos per year. So, it is very important that we learn how to avoid them while driving.

If you notice, road crash is the term we use and not an accident. This is because safety organizations are already changing the narrative regarding this. It is for this reason that accidents are unavoidable events. For example, you were struck by lightning or you were covered by a landslide. In these incidents there is no human intervention. Whereas road crashes are road incidents that can be prevented with extra precaution and if guidelines in proper driving are followed. The road user can always do something to avoid a road crash.

In this part, we will discuss road crashes caused by human factors or human error and the ways on how to avoid them. There are road crashes caused by extreme fatigue of the driver. It is dangerous to drive when tired and lacking rest because it results in a decrease in alertness, slowing down of reflexes and an increased chance of falling asleep while driving. Particularly among professional drivers who drive as their daily job. This often happens when work duty is continuous either due to personal reasons or in compliance with their supervisor's order. But what can you do to avoid excessive driving fatigue?

Relaxation is important. Clarify the time and day of your break from your work. Driving should not be continuous. Follow the 6-Hour Driving Rule.

This rule states that a driver should not drive more than six hours continuously without rest. Moreover, the driver needs to be able to rest for at least fifteen minutes before driving again. You can stretch, eat, drink coffee or take any action to relieve drowsiness or fatigue. There are also road crashes caused by uncontrolled nightlife or driver's vices and going out late for merriment the night before the trip. One of these is the consumption of alcohol. Drunk driving or driving while intoxicated or after consuming alcohol is strictly prohibited. It often causes road crashes on the road. To prevent this, it is necessary to follow the law which states that no trace of alcohol should be found in the body of a driver of any public vehicles such as trucks, buses and motorcycles. Alcohol must be zero percent. For drivers of private vehicles, it cannot exceed 0.05 percent.

Attending celebrations or festivities that urges the driver to stay up late may cause driving mistakes on the road. Like lack of rest, sleeplessness also affects the driver's mind while driving. This is one of the main causes for drivers to doze off while driving which can cause a road crash. Bad habits such as gambling, or drug use can also affect driving. They cause wakefulness, fatigue and stress that can affect driving. Just like driving under the influence of alcohol, driving under the influence of drugs is strictly prohibited. Whoever driver involved in any road crash that was proven consuming illicit drugs, will be held accountable to the law.

Excessive hours of surfing the internet at night such as using social media, chatting or watching a movie can also cause a driver to commit mistakes on the road. This results in wakefulness and lack of rest. Also, too much focus on screens or gadgets can cause fatigue or eye pain that can affect driving. The mentioned activities associated with uncontrolled nightlife or driver's vices and distractions the night before a trip also often result in unhealthy body, slow movement, and slow thinking that can pose a danger to the driver and passengers.

To avoid road crashes caused by human factors or human error, before driving, it is best to ask yourself... Am I safe to drive?

Now, let's learn about the acronym, **I'M SAFE**.

The letter **I** is for **ILLNESS**:

Do you have an illness or disease that can interfere with your driving? Letter **M** is for **MEDICATION**:

Are you currently taking any medication that may cause drowsiness or dizziness while driving?

Letter **S** stands for **STRESS**: Are you going through a problem at work or personal life that can interfere with your driving concentration?

The letter **A** is for **ALCOHOL**: Did you drink alcohol within 24 hours prior to the scheduled time of driving?

Letter **F** is for **FATIGUE**: Do you experience extreme fatigue caused by constantly working beyond your physical capacity? Weren't you completely rested before your driving time?

Lastly, letter **E** stands for **EATING**: Are you hungry? If your answer to all these questions is NO, then you are SAFE! You may travel safely on the road.

## **Road Crash Distracted Driving**

Good day to you, Student Driver!

While driving, when you take your eyes off the road even for two seconds, you are already considered as a distracted driver and the chance of being involved in a road crash becomes four times higher. Prolong the distraction and the risk will definitely further increase... and that is distracted driving.

It is one of the leading causes of fatal or severe road crashes. Did you know that in 2011, according to the World Health Organization, there were 1.4 million road crashes caused by drivers using cellphones while driving? And that number continues to rise, especially now that more people are using mobile phones and gadgets. However, this is just one of the causes of driving distraction.

Remember that driving requires focus and concentration, to ensure safety, the driver's mind and body must be in good condition. Consequently, distracted driving or driving without focus that can cause a road accident is not advised. We will discuss in this section the activities that should be avoided in order to maintain focus while driving.

Excessive emotions, whether it is positive or negative, can affect your driving. Whatever emotion you feel: happy, sad, scared or bored, assess first if you can fully focus on driving before you travel on the road to avoid any accident.

Setting your vehicle's radio volume too high can also affect your focus in driving. If listening to the radio is unavoidable, make sure the volume is just right to keep your focus on driving. It is strictly forbidden to watch movies, television, or any video while driving. Anyone caught doing so will receive corresponding punishment.

The law also strictly prohibits the use of mobile phones such as texting, calling or answering a phone call while driving. Anyone caught doing so will be held accountable by the law.

Talking to passengers while driving is not advisable to avoid losing focus. Also, professional drivers are prohibited from talking to their co-workers while driving.

Consuming food like coffee, soup, and sandwiches or burgers while driving should also be avoided. The driver often loses focus when food is suddenly spilled while driving.

It is also stated in Republic Act No. 10913 or the Anti-Distracted Driving Act the rules regarding placing decorations and accessories on the dashboard or windshield of your vehicle. If it is unavoidable to place gadgets, make sure these do not exceed the designated 4-inch safe zone and do not interfere with the driver's line of sight or vision.

Now, take a look at these examples of the proper and improper way of placing decorations or accessories on the dashboard or windshield of a private and public vehicle.

Any illness can also affect the driver's focus. Even if it is a minor illness like sore eyes, eye strain or eye pain, and flu or cough and colds. It is best to consult a doctor to be physically fit again to drive.

Remember, to prevent road accidents as a result of losing focus while driving, let's follow the Anti-Distracted Driving law. Any emotion you feel should not interfere with your attention. Stay focused on driving. Lastly, immediately consult a doctor if you feel ill so as not to cause harm to yourself and even to your passengers.

Additional reminder, the more we become accustomed to driving, the more we attempt to do other things while driving which result in distracted driving. Since driving has become our second nature and it seems to be automatic for us to drive, we neglect to stay focused and instead do other things while driving. It is good to keep in mind that when on the road, driving should only be our duty and focus. Other activities are just distractions and can put you in danger.



# **Road Crash Lack of Discipline**

**Filipino Driver's Manual (FDM) VOL. 1, PAGE 150-151**

Good day to you, Student Driver!

In this topic, we will discuss the risks that may be caused by apprentice drivers or drivers who are under training in professional driving and also the dangers posed by driving without a license.

Let us also know about the lack of discipline and bullying acts of motorists which causes road accidents.

Who are the apprentice drivers? They are different from student drivers. They already belong to the category of professional drivers but are still training for a particular driving -related job.

Apprentice professional drivers are allowed to drive on the road during non-peak hours or when the flow of traffic is not too heavy. Among the things that the designated trainer should teach the apprentice driver is the proper way to pick up and drop off passengers. Avoid talking to apprentice drivers while they are driving so that they don't lose focus which could cause an accident. If there's anything to suggest to the apprentice driver, delay it for a moment and wait until the vehicle has stopped so as not to cause confusion. Also remember that anyone without a valid driver's license should not be allowed to drive. Lack of discipline and lack of training of drivers can lead to a road accident.

Examples of this include, not following road demarcations or guidelines that ensure vehicles are in the correct lane.

Non-compliance with the rule on proper turning may also cause accidents. This is dangerous not only for the driver but also for other motorists on the road.

Not stopping at intersections also often causes danger. To avoid a collision, it is necessary to learn to give way to vehicles that are on the right of way.

Bullying or tailgating fellow motorists only leads to harm, same thing when driving vehicle beyond the designated road or doing counter flow.

Note that the mentioned improper driving practices may be subject to violations and penalties. These are dangerous practices that may cause death of the driver and his passengers.

# **Road Crash Arrogance**

**Filipino Driver's Manual (FDM) VOL. 1, PAGE 114 - 116**

Good day to you, Student Driver!

Have you encountered arrogant and reckless drivers? What about drivers that seem uncertain when turning or driving at an intersection and if there's a traffic sign posted nearby? Aren't these driver behaviors annoying and worrisome? Among the possible causes of road crashes are arrogance and driver's ignorance about the law.

In this part of our discussion, we will talk about the important details to remember to prevent any road crash related to these from happening on the road. The driver's arrogance and limited knowledge of the law may result in dangerous speeding of the vehicle which may harm not only the driver but also the passengers and other road users.

To avoid this, it is necessary to comply with the designated vehicle speed limit. Also make it a habit to slow down when passing through intersections and pedestrian lanes. Motorists with inherent arrogance or ignorance of the law are often careless in driving.

Remember that illegal turns and changing of lanes can cause road crashes. To avoid this, make it a habit to follow the posted street signs and be careful when changing lanes. Road crashes are also often caused by carelessness of the driver on blind curves or on dangerous curves. Make it a habit to slow down the vehicle when passing through blind curves and never overtake to avoid road crash. Another sign of a driver with arrogance and ignorance of the law is disregard or misuse of road traffic signs, signals and warnings. Failure to follow these puts the driver and the passengers in danger. This kind of driver also allows other people to drive even without sufficient driving skills and knowledge.

Note that it is strictly prohibited to allow a person to drive without license. Anyone apprehended doing this will be held liable by the law. Arrogance can also result in non-compliance with the correct and safe braking practices.

To ensure safe driving, it is important to check the condition of the vehicle brakes and tires before traveling. Also remember the safe braking distance when driving. At a speed of 80km/hour, the safe braking distance of trucks is 30 meters away from the vehicle in front, over 20 meters for cars and other vehicles, and over 10 meters for racing vehicles.

This is why it is important for the driver to consider the type of vehicle he is driving when braking. Some vehicles are easier to stop while others require a longer braking distance. And this is where our discussion ends on arrogance and ignorance about the traffic laws by drivers. Based on the reasons mentioned, it is better to avoid being arrogant while on the road and be knowledgeable about the laws related to driving. This is to ensure your safety and of your passengers.

# **Road Crash Motor Vehicle Factor**

**Filipino Driver's Manual (FDM) VOL. 1, PAGE 135 - 140**

Good day to you, Student Driver!

Have you experienced vehicle breakdown while on the road? Isn't it a hassle?

In this part of our discussion, we will learn about the mechanical failure in a vehicle that can cause a road accident. This could be due to normal wear and tear and inadequate service or maintenance of the vehicle.

Some of the common mechanical problems are OVERHEATING, MANIFOLD LEAK, ENGINE OIL LEAK, ELECTRICAL FAILURE, FLAT TIRES AND WHEEL NUTS FAILURE, PROBLEM WITH BELTS, PULLEYS AND BEARINGS, STICKING BRAKE at BRAKE FADE.

Let us examine one by one and find out how to avoid or solve them in case these problems are encountered. Some of the symptoms of OVERHEATING are the high temperature reading of the temperature gauge, white smoke emission from the exhaust and the poor traction of the vehicle engine. If you think your engine is overheating, do not immediately try to check the coolant level or open the cooling system because it is under pressure and you might get burned by the coolant. Let your machine cool down first before checking it.

There are many reasons why the vehicle overheats, but it may be due to a problem with the vehicle's cooling system and consequently the heat cannot escape from the engine compartment. This is often caused by a leak or blockage in the engine cooling system or other components. Other causes are water leak or clogged radiator, excessive use of aircon, prolonged use of low gear, high revolution and insufficient motor oil. While the most common causes of overheating are: water combines with oil inside the engine block, clogged air filters and broken or loose vehicle belts.

OVERHEATING can result in engine overheating, melting of parts and in extreme conditions, as well as melting of the engine block. It can also result in engine fire. Overheating causes engine fluid to boil which can leak from its container and explode from the engine bay to the exhaust system.

The EXHAUST MANIFOLD is the first part of your vehicle's exhaust system. It emits gases that are generated from fuel combustion. After combustion, it will take the gas to the tailpipe to have fresh oxygen in each cylinder of your vehicle's engine. Symptoms of exhaust manifold damage are low power or low engine efficiency, cracked pipe and rattling coming from the engine compartment.

Another obvious symptom and the most dangerous effect of an exhaust manifold leak is the entry of carbon monoxide gas into the vehicle. It is extremely toxic and dangerous for a person's health so make sure engine maintenance check is properly conducted.

Engine oil is important for your vehicle because it lubricates the moving parts of the engine to prevent damage from heat and friction. In case your vehicle has an ENGINE OIL LEAK you can perform a visual check to find out where it is coming from. Some of the reasons are poor vehicle maintenance, prolonged non-usage of the vehicle, extremely high Revolutions Per Minute or RPM and substandard gaskets or O-rings.

Don't wait for the oil leak to get worse as it can result in higher repair costs. In addition, if the vehicle is used continuously it can cause overheating, internal damage and engine stop. It is also dangerous for passengers and other road users. With regular oil change services, oil leak problems can be avoided.

Can you still follow? Alright, let's proceed.

A motor vehicle is also consists of wires, fuses, relays and other major electrical parts. If any of these components become problematic, it could result in poor performance or damage in your vehicle. Some of the common causes of ELECTRICAL FAILURE are faulty wiring and grounding that is probably due to submergence in flood water or open wire. It may also be due to loose battery connection and computer box failure.

ELECTRICAL FAILURE can result in starting problems of the vehicle or sudden engine stop while driving. It can also cause an electrical fire. If you experience any of these problems and smell burning plastic or electrical insulation, you should stop your vehicle immediately. This is a sure sign of an electrical malfunction or short circuit, especially if it is experienced in conjunction with dimming of car lights, blown fuses and issues with starting of the vehicle. Avoid replacing any electrical accessories without adequate knowledge and training. Also ensure the quality of the replacement parts for the damaged electrical components of your vehicle. It is best to immediately take your vehicle to an automotive electrical service station for inspection and repair.

Now, let's learn about vehicle tires. When braking, there must be sufficient friction between the road surface and the wheels to properly stop the vehicle. And this is not properly done if the tire is flat or worn out. Even your driving is also affected by the tire condition since it may result in uncontrollable turning and slipping. The most common cause of FLAT TIRES is road debris, excessive use and wear and tear of the tires. So make sure the tires are in good condition before traveling.

Missing, incorrect or the use of different wheel bolts, nuts or studs on the same wheel can also cause an accident. This will cause the tire to loosen or come off the vehicle. WHEEL NUTS FAILURE is usually caused by installing it too tightly and can also be due to overloading.

Improper wheel alignment can result in CRABBING, or the vehicle moves diagonally due to lack of driving control. This is extremely dangerous not only to the driver of the vehicle but also to the passengers and other motorists.

The belts, pulleys and bearings of the vehicle are the ones that carry the power from the engine to other vehicle components such as alternator, water pump and AC compressor. It is

important that the belt tension is correct and that it is properly installed so as not to cause screeching or sharp noise and loss of power transfer. Misalignment of the pulleys and rollers can cause damage to other parts of the vehicle. When the belt is broken, this can result in vehicle stalling or problems in starting. Make sure the vehicle belts are properly tightened and aligned to prevent rapid aging and damage. Make sure it is regularly checked and immediately replaced if necessary.

Now, let's talk about car brakes. Do not ignore the symptoms of having BRAKE FAILURE. Some of these are the lighting of brake warning lights, the presence of strange sounds such as squealing, squeaking or grinding noises. When braking, observe for any wobbling, vibration or scraping.

Other symptoms of a brake problem are leaking brake fluid, the vehicle intentionally goes to one side when braking, release of a burning smell while driving and stiff brakes. As a standard and legal requirement, modern motor vehicles have an Anti-Lock Braking System or ABS. It is designed to prevent brake locking or the application of excessive pressure to the brakes which can cause the vehicle's axle and wheels not to rotate. The ABS light will illuminate when the vehicle is started. It means that the main computer is testing the system to make sure it is working properly. When it passes the test, the light will disappear. When the ABS light suddenly flashes while driving, it maybe a symptom of a problem with the main computer or an ABS system malfunction. Flashing system lights may be the result of a short circuit.

Improper timing of gear changes or SHIFTING can also cause engine failure.

Here are some tips to avoid this:

- \* Shifting gear requires knowledge of the vehicle's capacity and its load, of the road condition and engineering design.
- \* Proper shifting must be within the green band of the Tachometer.
- \* Do not rev the engine up to the red band of the Tachometer.
- \* If possible, temporarily turn off the aircon when driving in an uphill area.

## **Road Crash Improper Parking**

**Filipino Driver's Manual (FDM) VOL. 1, PAGE 129**

Before we begin... Is your car properly parked? Because in this topic, that is what we are going to discuss. What can happen when your vehicle is not properly parked? How can you avoid road crashes caused by improper parking? When we talk about car accidents we often

associate it with car crashes on the highway, rear-end accidents and intersections. But there is another place where road crashes also often happen, and that is in parking areas.

Parking beyond the designated parking lines and failure of the parking brake can cause the vehicle to roll away and collide with other vehicles. A curb is the elevated concrete edging of a street or sidewalk. When parking on the curb, we must consider the safety of other road users. Follow proper parking guidelines and regularly check if the parking brake is 100% working to prevent road crash. Since the vehicle may roll away and harm other road users or properties on the road.

Come on, let's take a look at the proper ways of parking on the side of the road. When parking on a level road, with or without a street curb, make sure the front wheel is straight and parallel to the street. Do not leave your vehicle with wheels turned. If the parking lot is an uphill parking spot with a curb, your vehicle's front wheel should point away from the curb. In this position, the vehicle will roll and collide with the curb incase the parking brakes release while your vehicle is parked. This will help prevent your vehicle from continuously rolling and colliding with the traffic. If in a downhill parking spot, turn the vehicle's front wheel toward the curb. Let the vehicle roll slightly forward until the wheel is close to the curb.

Before leaving, make sure the vehicle is on emergency brake. And if the road has no curb, whether it is an uphill or downhill parking spot, the front wheel of the vehicle should be pointing to the sidewalk. In case the parking brakes release or have a problem, the vehicle will automatically roll to the side of the road or sidewalk.

Take a look at this illustration regarding proper parking on a road with curb and without curb on uphill and downhill. Keep in mind the correct position of the parking wheel for the safety of those around your vehicle.

And this is the end of our discussion on the causes and the ways to prevent road crashes due to improper parking. Remember, even if you are not in the vehicle, improper parking and not following the parking guidelines can still result in a road crash. So, make it a habit to implement proper parking.

## **Road Crash Road Conditions and Engineering**

Filipino Driver's Manual (FDM) VOL. 1, PAGE 154

Good day to you, Student Driver!

In this topic, we will discuss the hazards of poor condition and construction of roads and of other road structures. We will also learn how to avoid the danger caused by them. It is important to understand that road accidents are not always caused by the driver. Although

poor road conditions exist, our protection can still be ensured if we know how to practice road safety.

One of the possible causes of road crashes is the incorrect placement of warning signs for an ongoing road construction. These warnings should be placed at a proper distance so that they are easy to notice and drivers will be alerted to avoid obstructions on the road ahead.

In this example, the signboard was placed too close to the road construction area and the specified distance was not followed. To be safe in this situation, make sure to drive within the speed limit and be aware of the heavy equipment and construction workers that may be present in the area.

Another is failing to put up warning signs in the correct location and also installing signs that have unclear meaning. As an example, this photo shows the bridge limit warning sign that is incorrectly placed. Also, no sign or road marking is placed to indicate the end of the road or narrowing of the road towards the bridge. This is dangerous for passing motorists especially at night. Road crashes can also be caused by lack of notice and communication by the LGU and national government to the motorists. It is important to communicate to the public any road construction that may interfere with the flow of traffic and safe driving.

Another problem could be the lack of coordination between employees and their supervisor or dispatcher from the department in charge of construction regarding the physical changes on motorists' routes or on the road being constructed.

Unclear traffic signs can also cause confusion to motorists and can eventually cause a road crash. The following images are examples of confusing traffic signs.

"No U-turn on green light" ... But on red light, is it allowed? "One way going right but turning right is not allowed?" So just stop. How about this, "Make a U-turn here"... but U-turn is not allowed? What?! I'm confused!

Here's another... Is it prohibited to stop? Or no bus stop? So just hurry in getting down while the vehicle is moving. It is best to immediately report to the Land Transportation Office when you encounter traffic signs similar to these so as not to cause further confusion and possible danger to motorists.

And this is where this topic ends. Keep in mind that road accidents may not just because by driver error. As shown, poor condition and construction of roads and other road structures can also cause accidents. However, everyone is advised to be careful to avoid road crashes and serious injuries. Adhere to speed limits, be a defensive driver and focus on the road and your surroundings when driving.

## **Road Crash Weather and Environment Factors**



Good day to you, Student Driver!

While traveling, you will notice that environmental conditions affect driving. Uneven roads, heavy rains, floods or any obstruction on the road causes the driver to adapt, otherwise, it may result in a road crash.

In this topic, we will identify the ENVIRONMENTAL, WEATHER AND ENGINEERING FACTORS that can cause a road crash. Environmental factors are the conditions of the road and its environment. These include the physical environment where the road condition lacks infrastructure to guide pedestrians. And also, street vendors to be safe on the road and avoid becoming a traffic obstruction. Be careful when driving in crowded areas to easily notice the people that are crossing.

Road Engineering Factors are the road works that can interfere with the flow of traffic. These include construction materials, concrete barriers and traffic cones that block the road and are in the construction area. Driving on damaged or dangerous sections of the road can cause the vehicle to have a flat tire, to swerve, or have mechanical problems. Also beware of construction debris that may be scattered outside the construction zone.

Another Engineering Factor are the POTHoles or MANHOLES that may not be immediately noticed by the motorists that are driving fast. This can result in loss of control over the vehicle. Other WEATHER AND ENVIRONMENTAL FACTORS are debris that may be scattered on the road due to bad weather or a road crash. It could be tree branches, glass, rocks, mud or soil from a landslide. Flat tire, vehicle damage and vehicle collision can occur if they are unavoidable. Another possible cause of road crash is heavy rains since it may result in poor visibility and also wet and slippery roads. Be sure to slow down if the road is wet as this causes less grip, increase in braking distance and affects your ability to avoid roadblocks. The initial rain makes the road more slippery due to mixing of water with mud and oil on the dry road.

If it is raining heavily, turn on the vehicle's headlights to better see the road and for other road users to easily notice your vehicle. Avoid using hazard lights when it is raining heavily. Use of tail lights and headlights are enough. By using hazard lights, you cannot use the turn signal lights to notify other vehicles of your intention to turn. Due to low visibility, other drivers might think that your car is on emergency stop since the hazard lights are on. Avoid driving on flooded roads to keep away from unseen hazards such as debris, open manholes and high flood water levels. If it is unavoidable to drive on a wet or flooded road, be sure to observe the following: Stay alert, calm and prepared. Avoid heavy braking to prevent the vehicle from slipping. Reduce speed, by releasing the accelerator pedal. Gently step on the brakes after passing on a wet road. This is to dry the brake pads, rotors, linings and drums.

And this is the end of our discussion on the cause and prevention of road crashes due to engineering, weather and environmental factors. Always remember that road safety is a shared responsibility. Everyone should take part to reduce the number of road crashes on the road. The proper behavior of each road user will make road safety more effective and everyone will be safer on the road.



# **Handling Vehicle Emergencies**

**Filipino Driver's Manual (FDM) VOL. 1, PAGE 157 - 160**

Good day to you, Student Driver!

In this part of our discussion, you will learn how to handle various vehicle emergencies.

Come on, let's begin!

When you start your vehicle using the key or by pressing the start button different colors of light on your dashboard will temporarily illuminate. This indicates that a vehicle system is operational and functioning properly, although others may stay lit longer. The blinking dashboard warning light is used to alert a state of urgency related to the vehicle system. Vehicle warning lights can vary in appearance and color depending on the model and manufacturer of the vehicle. The dashboard warning lights have the same pattern as the traffic light system. Where green or blue light means the operation is normal or currently in use. Yellow or orange means there is a detected problem, so you should be more careful when driving. And the vehicle needs to be checked as soon as possible. And red, if the vehicle system has a serious problem. It is necessary to stop driving and have it checked immediately to fix the problem.

Now let's learn the meaning of some of the examples of vehicle warning lights.

If the OIL WARNING SYMBOL is lit, it means the engine has low oil pressure. Immediately check the oil level and increase it if necessary. If no oil is available, tow the vehicle going to the nearest repair shop. Driving a vehicle with low oil pressure can cause major engine damage.

The BRAKE WARNING SYMBOL, on the other hand, requires checking the condition of the brake pedal. In case it is spongy or goes to the floor when stepped on, stop immediately and tow the vehicle to the repair shop. But if the brake pedal is firm and working, check the brake fluid level immediately. If necessary, apply additional brake fluid. And in case the BRAKE WARNING LIGHT remains lit, the vehicle should be immediately taken at a service shop for checking.

Now, this is the SUPPLEMENTAL RESTRAINT SYSTEM or SRS SAFETY SYMBOL. When it stays lit, it means the vehicle's AIRBAGS are shut down and it will not work in case of an accident. Your vehicle needs to be repaired immediately. There is a problem with the vehicle system if the TRACTION CONTROL OR STABILITY CONTROL SAFETY SYMBOL is lit. You can continue driving but be extra careful when passing on slippery roads and also when turning. This needs to be fixed as soon as possible.

This is the CHECK ENGINE SAFETY SYMBOL. If it is lit and the engine is working properly and there is no problem with shifting the transmission, you can continue driving until the vehicle is taken to the mechanic for inspection. If the light is flashing, immediately pull over to a safe place. Tow the vehicle and take it to the nearest repair shop. If the

CHARGING SYSTEM WARNING SYMBOL is lit, it means there is a major failure in the charging system. There may be a problem with the vehicle battery or the alternator is not working. The vehicle must be taken immediately to the nearest repair shop.

Did you know that you can avoid further vehicle damage and extra repair cost if you have your vehicle immediately repaired?

So, remember the meaning of the vehicle warning lights we have studied. This is to keep you safe when driving.

Do you want to learn more?

Now, let's discuss the SCHOOL SERVICE SAFETY RULES for drivers, conductors and passengers. To keep orderliness and safety in riding school service vehicles, the student passengers should be trained on the following:

- Be at the loading zone at least five minutes prior to the scheduled pick-up time. Never run to or from the vehicle.
- Safely wait at the designated bus stop.
- Never stand too close to the vehicle.
- If the riding passenger is coming from across the street, wait until the vehicle is in a complete stop before crossing.
- Use the handrails and get on the vehicle one rider at a time.
- Do not push other passengers

Now let's talk about the safety rules, while the vehicle is running. The driver and conductor must ensure the following for the safety of the student passengers:

- Ensure all are seated properly
- Bags and other belongings should be properly placed under the seats.
- Keep the aisles clear.
- Remind passengers to keep all body parts inside the vehicle.
- Do not throw any object to and from the vehicle.
- Behave and speak in quiet voices.
- The school service is a bully-free vehicle.
- Participate in bus evacuation procedures.
- Avoid eating or drinking inside the vehicle.
- Always obey the school service driver's instructions.

Lastly, in getting off the school service vehicle the driver and conductor need to train the student passengers about the following:

- Wait until the vehicle comes to a complete stop before getting off.
- Use the handrails in getting off the vehicle.
- Cross at least 10 steps in front of the vehicle so the driver can see you.
- If everyone is getting off the vehicle, the passengers at the front shall go first.

- In case a passenger dropped something close to the vehicle, ask an adult for assistance.
- Slowly and safely get off from the vehicle.

## **First Aid**

Good day to you, Student Driver!

Are you ready to know the important topic we will discuss on this module?

Come on, let's begin!

In this part of our discussion, we will learn about FIRST AID and its importance as a road user. Let's find out the ways on how to properly provide first aid.

FIRST AID is the first and immediate relief given to a victim of an accident or sudden illness while traveling. Its purpose is to provide assistance before emergency medical responders arrive. This is not a substitute for any professional help, but simply an important step to prevent serious injury and to further increase the victim's chance of survival. As an important reminder, do not give first aid without adequate skills especially if the injury sustained by a victim is severe because it can only cause further harm to the victims.

Now, let's learn the basic steps in providing first aid on the road, in case of an accident.

- Pay attention to the victims who are unable to speak or walk due to the accident.
- In the event of a vehicle fire, immediately evacuate all passengers to a safe place.
- Do not move or remove severely injured passengers from the vehicle so as not to cause further injury. Unless there is a vehicle fire or other imminent danger.
- If you have adequate training, provide mouth-to-mouth resuscitation if necessary.
- Call a doctor or ambulance if anyone is seriously injured.

Now, let's discuss some of the injuries that can be sustained from a vehicular accident. Neck and back injuries can cause spinal cord damage and may cause paralysis. So, the victims of the accident should be properly examined to find out if this is how the injury was sustained.

Make sure somebody is monitoring the oncoming traffic to maintain safety while doing the following:

- Call a doctor or an ambulance
- Keep the victim warm.
- Do not move the victim until it is clear what the injury was.
- If the victim can be removed from the vehicle, lift the victim in a lengthwise position.
- Do not lift the victim holding only the head and heel.
- If the victim needs to be removed, use a stretcher or lift the victim into a reclining or semi-reclining position.

Here are other first aid emergency procedures that can be done in case you encounter victims from a road crash:

- Secure the accident site and direct oncoming traffic at a distance of 200 meters from the accident site.
- Do not move the road crash victim unless there is an imminent danger.
- Check the breathing of the victim.
- Keep the victim calm, as well as yourself as the first aider.
- Stop the bleeding
- Clean the wound or scar with soap and water to prevent infection.
- Do not rub, just apply ice to the sprained area to reduce swelling.
- Do not give any food or drink to the victim as it may cause vomiting and he or she may choke.
- Help the victim be taken to the nearest hospital or seek medical help.
- Call the victim's family or relatives to accompany them to the hospital or pick them up to go home.

Road crash victims may have different conditions. The First Aid that should be given depends on the situation of the accident and the condition of the victim. The following are the steps in administering first aid:

#### I. For MOTOR VEHICLE ROAD CRASHES:

- Avoid moving the victim from his position.
- Wrap a garment or bandage around the spine or the broken part of the body to prevent movement.
- Using clothing or bandages, apply direct pressure to the wound to prevent bleeding. Elevate the bleeding part and level it with the chest.
- If the victim is conscious, have him or her apply pressure to the wound to relieve his or her shock.

#### II. The loss of an arm or leg or perhaps a finger or foot from a car crash is called AMPUTATION OR TRAUMATIC AMPUTATION.

The following can be done to help the victim:

- Stop the bleeding
- Elevate the bleeding part of the victim's body.
- Wrap the wound with a sterile dressing or clean cloth until medical help arrives.
- Apply direct pressure to the wound to stop bleeding until medical help arrives.

#### III. In case of BLEEDING in any part of the victim's body, the following can be done:

- Use gloves before touching the injured area.
- Prevent blood flow.
- Cover the wound with a sterile dressing or clean cloth.
- Apply direct pressure to the wound to prevent excessive bleeding.

- For small scars or wounds, let it bleed to remove dirt and germs. Clean the wound with soap and water. Wipe the dirt with clean gauze or cloth. And apply alcohol on the skin around the wound.

**IV. BURN INJURIES** from accidents can be caused by exposure to external heat sources such as hot metal, oil and other liquids or steam.

The following can be done to help the victim:

- Eliminate the fire on the victim's body by covering it with a blanket, towel, or thick cloth. If possible, advise the victim to stop, drop and roll to extinguish the fire.
- Remove the burnt clothing but do not touch the part that is in contact with the victim's skin.
- Cover the burnt area with dry dressing.
- Wrap the ice pack with a towel and apply it to the burnt part. But do not apply it for a long time so as not to cause ice burn.
- For minor burns, immediately immerse it in cold water.
- Seek medical help.

**V. Electrical Injuries**, for instance, **ELECTRICAL BURNS** which may be caused by the flow of electrical current in the body, arc flash or burning of clothing. It should be considered that apart from external damage the internal tissues or organs of the victim may also be affected.

The following can be done to help the victim:

- Immediately turn off the power source. If this is not possible, keep the victim away using a wooden pole or anything not made of metal.
- If you have knowledge and adequate training, immediately perform CPR if the victim is not breathing.
- Seek medical help.

**VI. If the victim has EYE INJURY** caused by specks that enter the eye, it can cause pain, discomfort and tears in the affected eye.

The following can be done to help the victim:

- Lift the eyelid and gently remove the lump or specks with a clean cloth. The victim's face can also be immersed in a basin with clean water to wash the eyes.
- If the lump or specks have not been removed, seek medical help. In the event that the eye injury is caused by a collision with a hard object, this can damage the eye, eyelid and muscles or bones surrounding the eye.

The following can be done to help the victim:

- Apply cold pack to the affected area of the eye for 15 minutes.
- Immediately seek medical help to prevent severe eye damage.

If the victim has an incision in the eye and eyelid, the following should be done:

- Apply a bandage to the victim's affected eye.
- Do not touch the eye and immediately seek medical help.

**VII.** There are car crash victims who may also have fainted. It is a physiological shock response caused by a traumatic injury.

The following can be done to help the victim:

- Lay the victim down and elevate his or her legs.
- Do not give any drink unless the victim is already conscious.
- Loosen the victim's clothing
- Just wipe the victim's face with a wet towel. Do not pour water on the victim.

**VIII.** If the road crash victim has a FRACTURE or has a broken bone, some of its symptoms are excessive pain when touching or moving the injured part, redness, swelling and discoloration. The bone may also be protruding and have a noticeable deformity.

The following can be done to help the victim:

- Carefully straighten the affected part but do not touch the dislocated joints.
- If the bone is exposed to the skin, do not try to put it back in. Instead, cover it with sterile dressing.
- Ensure proper tightness in placing the splint so as not to obstruct blood circulation.
- Immediately seek medical help.

**IX.** HEART CRAMPS is the short-term constriction of the artery wall muscles that can cause a decrease or complete blockage of blood flow to the heart.

The following can be done to help the victim:

- Drink half a glass of salt-water solution every 15 minutes of an hour.
- Massaging will not help. Instead, carefully stretch the affected part.
- Increase intake of fruits and vegetables to fill the sodium and potassium deficiency that causes heart cramps.

**X.** HEAT STROKE can happen if the body cannot control its temperature. In this condition, the body temperature rises rapidly, the sweating mechanism does not work, and the body is unable to cool down.

The following can be done to help the victim:

- Take the victim to a cool place.
- Loosen or remove the victim's clothing so that air can circulate around the body. Wrap the victim using a wet towel.
- Apply ice pack on the neck, armpit and groin area of the victim.
- If the victim is conscious, make him or her sip water.

- Seek medical help.

**XI.** Lastly, SHOCK as caused by stress and fear are normal reactions after a road accident. Some of the frequent symptoms of acute shock are difficulty in breathing, nausea and vomiting, pale skin, extreme tiredness and tenderness, dilated pupils and anxiety.

The following can be done to help the victim:

- Lay down the victim and elevate his or her legs. This will help the blood from the legs and body to flow back to the heart.
- Make sure there is no obstruction around the victim.
- Give the victim a blanket if he or she is cold.
- Seek medical help.

## **Duties and Responsibilities of a Driver**

**Filipino Driver's Manual (FDM) VOL. 1, PAGE 151**

Good day to you, Student Driver!

In this topic, we will learn the duties and responsibilities of a driver. We will be discussing thirteen important responsibilities, and these are the following:

- First, a driver must diligently secure an appropriate driver's license from the Land Transportation Office and must carry it at all times particularly when driving a motor vehicle.
- Second, he must know, follow and abide the land transportation laws, rules and regulations. Remember that ignorance of the law excuses no one.
- Third, he must be a defensive driver—a person who deliberately drives in ways that reduces the risk of accidents. If you remember, this is what we discussed in the previous module.
- Fourth, he must exercise due diligence as a good head of the family. Treat passengers like members of your family so you should be more careful when driving your car.
- Fifth, a driver must also assure that the vehicle he is driving is duly registered, roadworthy and emission compliant.
- Sixth, he must regularly conduct proper motor vehicle pre-trip inspection and correct defects or non-conformities in order to avoid accidents or delays.
- Seventh, he must ensure that the vehicle is kept clean, tidy and in good working condition at all times.

- Eighth, he must be taking appropriate measures to secure and safeguard the vehicle until it is returned to its designated location or garage.
- Ninth, a driver must know what to do and act in case of an accident or incident.
- Tenth, he must be literate, skillful, competent and eager to learn more to enhance his knowledge and capabilities.
- Eleventh, a driver must know his rights and privileges. Remember that having a driver's license is only a privilege and not a right.
- Twelfth, he must always observe road safety, discipline and courtesy.
- Lastly, a driver must ensure that he is in a healthy condition and has no contagious disease that can affect the passengers.

## **Physical and Mental Wellness**

Good day to you, Student Driver!

In this topic, we will discuss the Physical and Mental Wellness of a driver. A safe driver must first be fit to drive. This is because driving a vehicle is a physical activity. A driver who gets no physical exercise may not have the required strength, flexibility, or coordination to control and operate a vehicle. A driver must be able to see and hear clearly, can immediately process different types of information and must be able to act quickly and decisively.

Now, let's discuss the physical requirements of a driver and these are the following:

- No fatigue. Driver should be well rested.
- Must be physically fit to operate a vehicle
- And must not have any health condition that can cause him to lose control while driving.

On the other hand, the mental requirements of a driver are the following:

- Ability to process the sensory functions
- Ability to focus
- Mentally and emotionally stable
- Ability to make sound judgment that is required while driving

Now, what are the health issues that may affect driving?

Let us learn what are the things that can be done to prevent and address these issues.



First is DRIVER FATIGUE. It is a major contributory cause of fatal and serious vehicle collisions and incidents. Many of these incidents are caused consequently by tired drivers.

To prevent this, do the following:

- Make sure you are well rested before driving
- Avoid driving on wee hours.
- Reduce your driving time if you feel tired

Next is STRESSFUL EVENTS. Driving is often cited as being stressful particularly when heavy traffic, poor weather conditions, work deadlines and rush hour come all together. Add personal stressful issues to that like family troubles, work-related concerns and other problems and you might end up in a situation wherein you can't drive safely.

To avoid being stressed you may do the following:

- Recognize stress and be honest with yourself.
- Rest
- Relax
- Reflect and adopt new ways of calming yourself.
- Avoid situations that cause you high levels of stress and minimize contact with stressful places, people and events.

Another is POOR EYESIGHT. A licensed driver or student driver must meet certain vision standards for driving.

To prevent this, you may do the following:

- Have your eyes tested every 2 years by an optometrist or optician.
- If you have to wear prescription glasses or contact lenses for driving, make sure you always wear them while driving.
- Keep the glasses clean and scratch free.
- Carry a spare pair of glasses in your car.

Next is TEMPORARY ILLNESSES. Common illnesses such as colds, flu, migraine, upset stomach and fever can affect your ability to drive safely. If severe, it can impair your concentration, vision, reactions and judgment.

The following needs to be done:

- If you start to feel ill while driving, stop the vehicle in a safe location.
- If the condition is not serious, you may feel well enough to continue driving after a short break.
- Take a warm drink or medicine to relieve the symptoms.
- If you feel you are unfit to drive, discontinue driving and seek medical assistance, if necessary.

Now, what can you do to keep yourself fit while driving? You can do stretching exercises.

This is extremely important in order to reduce stress and avoid injury. This is since drivers spend a significant amount of time gripping the steering wheel causing their hands to cramp and feel stiff. Here are the stretching exercises that you can do when on a drive. First is **SHOULDER STRETCHES**. Shoulder shrugs are a great way to reduce tension and stress from your shoulder area. While the vehicle is on stop, raise your shoulders up to your ears. Hold it for 10 seconds, then release and repeat, until shoulder tension is relieved.

Next is the **HAND STRETCHES**. Move your wrists in a circular motion. Stretch your arms forward and gently pull your fingers towards your body. Repeat until stress and tension are relieved.

You can also do **NECK STRETCHES**. It is done by stretching one arm upward and placing your hand, of the same arm, on the other side of your head touching the ear. Then gently pull your head towards your shoulder. This should relieve the neck tension and upper shoulder tightness. Repeat this with your other arm. Whichever exercise or stretches you prefer to do, remember that it is essential to add physical activity to your everyday routine.

Now, let's learn the 6 important safety reminders when driving. And these are the following:

- Always wear your seat belt. Insist that your passengers do as well. This is part of your responsibility as a driver.
- Never drink and drive. Strictly observing this can save lives. Be aware that the anti-drunk and drugged driving act exists and is in effect.
- Driving a vehicle requires full attention. Avoid using your cellphone or any gadget that may disrupt your focus in driving.
- Signal your intention to turn or overtake. Use your signal lights.
- Drive within the speed limit.

Driving too slow can also cause accidents.

Here are the designated speed limits according to type of road:

- For expressways or open country roads, 80 to 100 kilometers per hour
- For boulevards, 40 kilometers per hour
- For City and Municipal streets, 30 to 40 kilometers per hour
- And for crowded streets, it's only up to 20 kilometers per hour

And for the last safety reminder, Keep your distance. Drive far enough behind the vehicle in front of you in order to stop safely.

Now, let's discuss the things to avoid when driving.

- Blocking the passing lane beyond a reasonable amount of time.
- Speeding up when you're being passed. Always give way to overtaking vehicles.
- Driving in the breakdown lane to pass a long line of standstill traffic.
- Lost in thought or daydreaming when the vehicle is on stop due to a red traffic signal. Ensure to drive attentively to immediately resume driving once the traffic light turns green.

- Making a left turn when coming from the right lane or vice versa.
- Not using turn signals.
- Responding to rude gestures and aggressive drivers.
- Driving while on your cell phone.
- Blocking the box: or obstructing the intersection Always remind yourself not to take traffic problems personally. Never focus your anger on a single incident, which could become the flash point of a dangerous encounter.

Now, here are important reminders in using vehicle horns. Please note that the vehicle horn relays various messages depending on how it is sounded.

- A succession of short, light beeps means “Hi”
- A quick little beep, means “heads up-I’m here”
- A slightly louder and longer beep, means “Hey the lights been green for ten seconds” or “Watch it”
- A longer blast, repeated several times means “Come on, let’s go-you’re taking way too long.”
- And a long non-stop blast means “I’m really angry and I’ve lost control”. Avoid using this one since it may lead to a road fight.

How about if you have passengers? As a driver you should be considerate of your passengers and be aware of the following:

- Comfortability of your passengers.
- The temperature in the car, volume of the radio and music being played.
- Comfort room break and other stopovers needed by the passengers. In dealing with passenger distractions, like asking questions or holding a conversation, just discreetly remind them that you need to be focused on the road and continue driving safely.

## **Passenger and Cargo Handling**

**Filipino Driver's Manual (FDM) VOL. 1, PAGE 152**

Good day to you, Student Driver!

For this topic, we will discuss the responsibilities in handling passengers and cargoes. These responsibilities apply to both public and private vehicle drivers.

Here are the guidelines on loading and unloading passengers:

- Load and unload at designated pick-up and drop-off points.
- When making a turn, do not unload passengers at the corner of the street prior to turning. Instead, let the passengers safely get off the vehicle after making the turn.
- Park the vehicle out of traffic or travel lane.

- Park on level surface and apply the emergency brake.
- Turn on the hazard flashers.
- Turn off the ignition when getting out of the vehicle.
- Assist passengers as needed. It is important to properly communicate with your passengers.

Remember the acronym, **A-S-K** or ASK: ATTITUDE plus SKILL plus KNOWLEDGE equals Passenger' Satisfaction Ask the passengers what you need to know:

- Take time to discover each person's method of communication.
- Show respect when talking to a person with disability.
- Do not ignore a person with disability by directly asking his companion for information.
- Be patient, attentive and encouraging when talking to a person with difficulty in speaking. Do not correct or speak for that person.
- Ask short and simple questions that can be answered briefly or by nodding or shaking one's head.
- Speak clearly in a natural voice tone. Greet your passengers to show courtesy. This is expected particularly from bus or van drivers. Other reminders regarding this includes:
  - Be polite and courteous to all the passengers
  - Communicate with your passengers while assisting them to the vehicle.
  - Ensure all expected passengers are present in the vehicle and ensure that nobody is missing or left behind.
  - Refer to your itinerary or trip sheet.
  - Anticipate passenger needs. For example: trip duration, time of stopovers or snack breaks and others.
  - Acknowledge passengers by facing them when giving greetings. Say "thank you" when receiving their fare.
  - Give polite responses to questions or requests for assistance.

Now let's learn the following reminders on disability awareness, particularly for bus, van and jeepney drivers:

- Basic disability awareness applies for drivers with passengers that are elderly or senior citizens and persons with disabilities.
- 
- Keep in mind that persons with disabilities are not different from other people or passengers. Treat them with concern, respect, dignity and understanding.
- It is the driver's responsibility to acknowledge the impairment and limitations of a passenger with disabilities. Determine how to provide the most appropriate assistance during the passenger's ride.

The comfort of passengers with disabilities must be a driver's priority. Although various conditions may cause discomfort to passengers, it is the responsibility of the driver to stay alert and be sensitive to the environmental conditions that may affect. Ensure to use words

with dignity when communicating with clients. The Premier's Council on the Status of Persons with Disabilities has provided a list of "words with dignity".

Use the following as guide to ensure that proper communication with persons with disabilities is being observed:

- Instead of saying disabled or invalid, use "person with disability"
- Instead of crippled by, afflicted with or suffers from, use "Person with"
- Instead of confined, bound, restricted or dependent on wheelchair, use "Person using wheelchair"
- Instead of Lame, use "Person with limited ability"
- Instead of retarded or mentally retarded, use "Person with developmental disability"
- Instead of normal, use "able-bodied" or "non-disabled "

Aside from passengers, you also need to learn the proper handling of cargoes.

The following must be observed:

- Loading areas should always have good lighting.
- Loading areas should be firm, flat and free from potholes and other obstructions.
- To ensure safety, load the cargo only when the vehicle is on complete stop.
- Use a red flag to mark loads that extend more than one meter beyond the body of the vehicle. When transporting cargo at night, use a red light instead.
- Never load unsecured items on the backseat or rear window deck of the vehicle. This can cause the load to hit passengers or the driver when the vehicle suddenly stops.
- When on the road, stop frequently to check your cargo more so for long distance travels.

## **Rights of a Driver when Apprehended**

**Filipino Driver's Manual (FDM) VOL. 1, PAGE 150**

Good day, Student Driver!

In this topic we will learn the rights of a driver when apprehended by a traffic enforcer. The following are your rights that you should keep in mind and use when necessary:

- First, the driver has the right to be informed of the full name of the apprehending officer. You may politely ask for this information.
- Second, the right to be informed on the traffic agency from which the apprehending officer works. The officer could be from MMDA, LTO, LTFRB, Highway Patrol Group or from the LGU.
- Third is the right to know if the apprehending officer is an officer for traffic direction and control or a deputized officer.

- Fourth is the right to be informed on the nature of the violation for which the driver is being apprehended. Politely ask the traffic officer for the violation details.
- Fifth is the right not to step down from the vehicle. This cannot be insisted upon by the apprehending officer.
- Sixth is the right to contest the apprehension at the appropriate office of the concerned traffic agency when not satisfied with the apprehension. This also applies for non-contact apprehensions.
- Lastly, the right to file the appropriate criminal, civil or administrative case in the event that there is abuse of authority or for any other irregularities which may be committed by the traffic officer.

Whatever the case, it is always important to remember that you still have your rights in case of an apprehension due to a traffic violation. Do not just blindly follow, instead, know what your rights are and use them when needed.

## **Clean Air Act**

### **Filipino Driver's Manual (FDM) VOL. 1, PAGE 134**

Good day to you, Student Driver!

In this part of our discussion, we will be learning about the Republic Act 8749 also known as "Philippine Clean Air Act of 1999". The related policies of the state declared here are the following:

- Protect and advance the right of people to a balanced and healthful ecology in accordance with the rhythm and harmony of nature.
- Attain and maintain a balance between development and environmental protection.
- Maintain a quality of air that protects human health and welfare.

Republic Act 8749 recognizes the right of the citizens to breathe clean air. Also the right to utilize and enjoy natural resources for the nation's sustainable development. To further understand, let us learn about the following terms and their corresponding definition:

- Air pollution -It is any alteration of the physical, chemical and biological properties of the atmospheric air.
- Motor vehicle -It refers to any vehicle propelled by a gasoline or diesel engine.
- Mobile source-It refers to any vehicle propelled by or through combustion of carbon-based or other types of fuel.
- Emission-It refers to any air contaminant, pollutant, or gas stream from a known source which is passed into the atmosphere.

Now, let us learn what are the harmful effects of air pollution on man's health. This can cause illnesses that can harm the organs and bodily functions. Some of the known health issues that is caused by air pollution are: Respiratory diseases, Cardiovascular damage, fatigue, headache and anxiety, irritation of the eyes, nose and throat, damage to reproductive organs, causes harm on the liver, spleen and blood and lastly, Nervous system damage.

According to this data on Metro Manila Emissions Inventory for the year 2015, there are four main types of air pollution sources:

- First are the mobile sources which include cars, buses, planes, trucks and trains.
- Second are the Stationary sources which include power plants, oil refineries, industrial facilities and factories.
- Third are the area sources which include agricultural areas, cities and wood burning fireplaces.
- Lastly are other sources such as wind-blown dust, wildfires and volcanoes.

Consequently, the Clean Air Act has general provisions such as that stated in Article 4 Section 21: Pollution from Motor Vehicle, which mentions that:

- Department of Environment and Natural Resources or DENR-sets the emission standards for motor vehicles
- Department of Transportation or DOTr, formerly known Department of Transportation and Communications or DOTC-implements the emission standards set by DENR. It also deputizes other law enforcement agencies and Local Government Units or LGUs for this purpose.
- The following are their corresponding functions:
- To inspect and monitor the emissions of motor vehicles.
- To prohibit or enjoin the use of motor vehicles or a class of motor vehicles in any area or street at specified time.
- And to authorize private emission testing centers duly accredited by the Department of Trade and Industry or DTI.

Now, let's learn about section 22 of the Clean Air Act, the Regulation of All Motor Vehicles and Engines. Any imported new or locally-assembled new motor vehicle shall not be registered unless it complies with the emission standards set pursuant to this Act, as evidenced by a Certificate of Conformity or COC issued by DTI. On the other hand, for any imported used motor vehicle or rebuilt motor vehicle using new or used engines, major parts or components shall not be registered unless it complies with the emission standards set pursuant to this Act, as evidenced by a Certificate of Compliance to Emission Standard.

Remember that no motor vehicle registration shall be issued unless such motor vehicle passes the emission testing requirement. Such testing shall be conducted by the DOTr or its authorized inspection centers within sixty days prior to date of registration.

Now let's discuss the fines and penalties specified in Section 46 -Violations of Standards for Motor Vehicles.

- For first offense, the fine is not more than two thousand pesos
- For second offense, not more than four thousand pesos
- And third offense, not more than six thousand pesos and one year suspension of the motor vehicle registration.

The driver and operator of the apprehended vehicle shall undergo a seminar on pollution control and management, conducted by DOTr.

To avoid penalties due to violation, regularly check your motor vehicle's level of smoke emission. Also, always have proper motor vehicle maintenance and immediately correct vehicle problems.

Be the solution! Make sure that your motor vehicle is well-maintained in order to reduce its impact to the environment and contribute less to air pollution.

And this is where our discussion on the Philippine Clean Air Act of 1999 ends.

## **Seat Belts Use Act**

**Filipino Driver's Manual (FDM) VOL. 1, PAGE 32**

Good day to you, Student Driver!

In this topic we will discuss Republic Act 8750 or "Seat Belt Use Act of 1999". It is an Act requiring the mandatory compliance by motorists of private and public vehicles to use seat belt devices, and vehicle manufacturers to install seat belt devices in all their manufactured vehicles.

So you can better understand this law, here are some of the important terms to remember and their corresponding definition:

- Seat belt device refers to any strap, webbing or similar device in the form of pelvic restraint or lap belt, upper torso restraint or shoulder strap or a combination thereof designed to secure a person in a motor vehicle in order to mitigate the results of any accident, including all necessary buckles and other fasteners, and all hardware designed for installing such seat belt device in a motor vehicle. Motor vehicle refers to both private and public motor vehicles. The term does not include tricycles and motorcycles.
- Public motor vehicle refers to a public utility vehicle or a vehicle for hire.
- Front seat passengers refer to persons on board a public utility vehicle seated at the right side beside the driver for Public Utility Jeepneys (PUJs), and to passengers seated at the right side beside the driver and those at the first row immediately behind the driver in the case of Public Utility Buses (PUBs), and to passengers seated on the right side beside the driver for private motor vehicles.



Now, what is the objective of the Seat Belt Use Act? It is to pursue a more proactive and preventive approach in order to secure the safety of the passengers and drivers at all times with the mandatory enforcement of the use of seatbelt devices by the drivers and front seat passengers of private and public motor vehicles.

But why are seat belts necessary? It is to secure and safeguard the passengers and drivers of private and public motor vehicles from the ruinous and extremely injurious effects of vehicular accidents.

The mandatory use of seatbelts for drivers and passengers is stated on the Seat Belt Use Act. The posting of appropriate signage on public or for hire vehicles is also specified in this law. This to remind that wearing of seatbelts must be strictly implemented. Also, manufacturers, assemblers, body builders, distributors and dealers of motor vehicles are mandated by this law to install seat belt devices in all their manufactured vehicles. This is also applicable to assemblers and manufacturers of jeepneys and buses.

With the implementation of the Seat Belt Use Act, motorists are mandated to strictly wear seat belts at all times while inside a moving vehicle. Remember that wearing seat belts is the most effective way of preventing death and serious injuries from a road crash. Based on studies, people that are not wearing seat belts are thirty times more likely to be ejected from the vehicle during a road crash, similar to what is shown in this illustration.

There are two types of seat belts. First is the 2-point seat belt or lap belt and the other is the 3-point seat belt which is also called as shoulder-harness belt. Among these two, it is better to use the 3-point seat belt. But if this is not the case, the use of a 2-point seat belt is sufficient since it can also provide protection for its user.

It is specified in Section 5 of the Seat Belt Use Act that infants and/or children ages 12 years and below shall be prohibited to sit in the front seat of any running motor vehicle. This is because the vehicle's seat belt is not yet appropriate for their body-build. As a safe and best practice, child passengers must be properly and securely seated during the travel. Originally, the indicated age was at six years old and below, but it was repealed by Republic Act 11229 or "The Child Safety in Motor Vehicle Act". This Act mandates the use of age-appropriate and quality child restraint system in motor vehicles and prohibits children below 12 years old to sit beside the driver when the vehicle is moving. Republic Act 11229 will be discussed in detail in our upcoming modules.

Now let us learn about the following Sections of the Seat Belt Use Act:

- Section 7 discusses the Provisions for Seat Belt. It states that this Act further requires car manufacturers, assemblers and distributors to ensure that seat belt devices are properly installed before the distribution and sale of the said vehicle.
- Section 8 is about Importation which states that it shall be unlawful for any person to import or cause the importation of any vehicle without appropriate and operational seat belt devices as required.

- Section 10 is on Registration which states that no new motor vehicle shall be allowed initial registration and succeeding renewal of registration unless it is equipped with the necessary seat belt devices.

Let us now discuss the violations, fines and penalties. For Drivers, conductors, operators or owner of motor vehicles that failed to wear the prescribed seat belt and/or allowed a child 12 years old and below to seat on the front passenger seat, the following penalties will be imposed:

- For first offense, a fine of one thousand pesos
- For second offense, a fine of two thousand pesos
- And for third and succeeding offenses, a fine of five thousand pesos and one week suspension of the motor vehicle registration.

For public utility vehicles that failed to post appropriate signage such as “Fasten Seat Belts” to instruct passengers and/or failed to instruct front seat passengers to wear seat belts, both the driver and the operator will be liable to a fine of three thousand pesos for every violation.

Please take note that there is a proper way of wearing seat belts and it shall be done as follows:

- First, the safety belt should rest comfortably across the torso.
- Next, the lap belt is placed over the hips but not over the stomach.
- Lastly, never use a seat belt for two or more people at the same time.

Remember that wearing a seat belt is a must. It keeps your driving safer and it serves as a life saver.

And this is the end of our discussion on Republic Act 8750 or the “Seat Belt Use Act of 1999”. Keep driving safely!

## **MVUC/Anti Overloading Act and Speed Limiter Act**

**Filipino Driver's Manual (FDM) VOL. 2, PAGE 39 AND PAGE 55**

Good day to you, Student Driver!

In this topic we will be talking about the Republic Act number 8794, the “Motor Vehicle User’s Charge Law” or MVUC Law which is also known as the Anti-Overloading Act. We will also learn about Republic Act number 10916 or the “Road Speed Limiter Act of 2016”.

First let us know the declaration of policy for R.A. 8794. It is hereby declared as the policy of the state to provide for and ensure adequate maintenance of national and provincial roads

through sufficient funding. The MVUC Law is an act imposing a motor vehicle user's charge on owners of all types of motor vehicles. The collection of MVUC is part of the annual vehicle registration details as shown on this example of LTO issued receipt.

But what are the objectives and importance of the MVUC Law?

- First, it is for road safety. Since this law promotes safety wherein maximum total safe weight of the vehicle must be observed and overloading is prohibited.
- Second is to prevent the premature deterioration of the road.
- Lastly is to prevent smoke belching due from overtaxed engine

Now, let's discuss the penalties for overloading. The owner of a truck or trailer which is loaded in excess of the maximum allowable Gross Vehicle Weight or GVW, is to pay a penalty in the amount equivalent to 25% of the MVUC applicable to the vehicle at the time of infringement, provided that the penalty shall be waived for the loading exceeding the GVW by a tolerance of less than 5%. And that no vehicle shall be permitted to proceed on the roadway if either a dual-wheel axle load exceeds 13,500 Kilograms or the vehicle load exceeds 150% of the maximum allowable GVW.

Also stated in Republic Act 8794 is the maximum allowable Gross Vehicle Weight. This is based on the maximum allowable axle load of 13,500 Kilograms. Whereas, an axle is the rod or shaft that connects a pair of wheels. Here is the Maximum allowable GVW for trucks:

- A 6-wheeler truck with 2 axles has a maximum allowable GVW of 18,000 kilograms
- A 10-wheeler truck with 3 axles has a maximum allowable GVW of 33,300 Kilograms.
- A 14-wheeler truck with 4 axles has a maximum allowable GVW of 35,600 Kilograms.

Now here is the maximum allowable GVW for semi-trailer trucks:

- A 10-wheeler semi-trailer truck with 2 axles at the motor vehicle and 2 axles at the trailer has maximum allowable GVW of 34,000 Kilograms.
- A 14-wheeler semi-trailer truck with 2 axles at the motor vehicle and 2 axles at the trailer has maximum allowable GVW of 40,600 Kilograms.
- An 18-wheeler semi-trailer truck with 2 axles at the motor vehicle and 3 axles at the trailer has maximum allowable GVW of 41,000 Kilograms.
- A 14-wheeler semi-trailer truck with 3 axles at the motor vehicle and 1 axle at the trailer has maximum allowable GVW of 39,700 Kilograms
- An 18-wheeler semi-trailer truck with 3 axles at the motor vehicle and 2 axles at the trailer has maximum allowable GVW of 41,500 Kilograms.
- A 22-wheeler semi-trailer truck with 3 axles at the motor vehicle and 3 axles at the trailer has maximum allowable GVW of 42,000 Kilograms.

And here is the maximum allowable GVW for full-trailer trucks:

- A 14-wheeler full-trailer truck with 2 axles at the motor vehicle and 2 axles at the trailer has maximum allowable GVW of 39,700 Kilograms.

- An 18-wheeler full-trailer truck with 2 axles at the motor vehicle and 3 axles at the trailer has maximum allowable GVW of 43,500 Kilograms.
- There is another type of 18-wheeler full-trailer truck but it has 3 axles at the motor vehicle and 2 axles at the trailer. Its maximum allowable GVW is also at 43,500 Kilograms.
- Lastly, a 22-wheeler full-trailer truck with 3 axles at the motor vehicle and 3 axles at the trailer has a maximum allowable GVW of 45,000 Kilograms.

Remember that vehicles vary in terms of MVU charges and its allowable load capacity. For truck drivers, make sure to check your vehicle's load limits prior to travel to avoid a road crash. An overloaded vehicle will be less stable, difficult to steer and take longer to stop. To ensure safety, do not overload your motor vehicle.

Now let's learn about Republic Act number 10916 or the "Road Speed Limiter Act of 2016". It is an act requiring the mandatory installation of speed limiter in public utility and certain types of vehicles and penalizing distracted driving.

But what is a speed limiter device? It is a safety device that prevents drivers from exceeding the speed limit. It controls the speed of the vehicle by regulating fuel flow to the engine based on the vehicle speed. With the implementation of this Act, the installation of road speed limiter devices is a prerequisite for motor vehicle registration. Meaning, LTO will not process the vehicle registration and LTFRB will not process the vehicle franchise if there is no speed limiter device installed on the vehicle. The LTO or the LTFRB shall supervise and inspect the settling of speed limiters corresponding to the maximum allowed in the route plied by a particular covered vehicle.

An apprehended vehicle without speed limiter or installed with non-functioning or tampered speed limiter has a fine of fifty thousand pesos. Also specified in this Act are the following penalties:

- For the first offense, the penalty is suspension of the driver's license for a period of one month or franchise of a motor vehicle for a period of three months, as the case may be, shall be imposed upon the offender.
- For second offense, the penalty is three-month suspension of the driver's license or six months suspension of franchise of a motor vehicle.
- And for third and succeeding offenses, the penalty is revocation of the driver's license or the franchise of a motor vehicle shall be suspended for a period of one year.

Any person who is found guilty of tampering shall suffer a penalty of imprisonment of not less than 6 months but not more than 3 years and a fine of thirty thousand pesos.

# Motorcycle Helmet Act

Filipino Driver's Manual (FDM) VOL. 2, PAGE 40

Good day to you, Student Driver!

In this topic, we will be discussing **Republic Act number 10054** or better known as the **"Motorcycle Helmet Act of 2009"**. This Act mandates all motorcycle riders to wear standard protective motorcycle helmets and provides for the specific penalties for its violation.

**Section 3** of this Act is about the mandatory use of motorcycle helmets. Wherein, all motorcycle riders, drivers and back riders **must at all times wear standard protective motorcycle helmets while driving**. The law applies on both short and long drives on any type of road and highway. Standard protective motorcycle helmets are appropriate types that comply with the specifications issued by the DTI.

A motorcycle helmet is a type of helmet used by motorcycle riders. It contributes to motorcycle safety by protecting the rider's head in the event of an impact. Let us learn the different types of motorcycle helmets:

- First are full-face helmets that cover the whole head. It has a chin bar that extends outwards, wrapping around the jaw area. It has a plastic face shield, clear or tinted, resting over the cutout eyes and nose section allowing access to the face if pushed up.
- Next are open-face or three-quarter helmets. Some open face helmets are equipped with visors of various lengths and tints that block out sunlight and headlights. Riders may use wrap-around sunglasses or goggles as an additional means of protection.
- Next are half-head helmets. It has a hard outer shell and a crushable inner liner. It does not protect the chin or jaw and is rarely equipped with visors.

Other helmets, aside from these three, are prohibited to be used. Helmets used for biking, construction and other purposes are not allowed to be used by motorcycle riders since they cannot provide the necessary protection.

To ensure that motorcycle helmets available in the market are safe and are not substandard, stated in Section 5 of this Act is the provision of motorcycle helmets. Wherein helmets should bear the Philippine Standard mark or Bureau of Product Standards(BPS)mark or Import Commodity Clearance. Helmets should comply with

the standards set by the BPS. It should be available by every seller and/or dealer every time a new motorcycle unit is purchased and which the purchaser may buy at his option.

Shown on the screen is the Import Commodity Clearance or ICC sticker which is a product quality seal that DTI attaches on imported products to signify that the items pass the country's product safety standards.

On the other hand, shown here is the Philippine Standard Safety Certification Mark. It refers to a mark of the DTI-BPS as conformity to product safety standards and is given to manufacturers of specific products.

Here is a photo of a helmet with ICC mark stickers. These stickers should be placed on the part where it can be easily seen.

Now let us discuss the fines and penalties for failing to wear a helmet or wearing a helmet without the PS mark or ICC sticker.

- For the first offense the fine is one thousand five hundred pesos.
- For the second offense the fine is three thousand pesos.
- For the third offense the fine is five thousand pesos.
- And for the fourth and succeeding offenses the fine is ten thousand pesos and confiscation of driver's license.

Also, any person who uses, sells and distributes substandard motorcycle helmets or those which do not bear the PS mark or the ICC certificate will be imposed with the following penalties:

- For the first offense the fine is three thousand pesos
- And for the second offense the fine is five thousand pesos

And is subject to other penalties imposed in Republic Act number 7394 or the "Consumer Act of the Philippines".

And this is the end of our discussion on Republic Act number 10054 or the "Motorcycle Helmet Act of 2009".

Remember, to ensure road safety, all motorcycle riders, drivers and back riders should wear a standard protective motorcycle helmet.

## **Anti-Drunk and Drugged Driving Act**

### **Filipino Driver's Manual (FDM) VOL. 2, PAGE 42**

Good day to you, Student Driver!

In this topic, we will discuss the Republic Act 10586 or also known as "Anti-Drunk and Drugged Driving Act of 2013". It is an act penalizing persons driving under the influence of alcohol, dangerous drugs, and similar substances, and for other purposes.

But what exactly is the reason why we have this law? And what are the harmful effects of alcohol and drug use that can affect a person's driving?

First it slows brain function which prevents you from acting quickly when in dangerous situations. It also reduces the ability to judge your driving speed and your distance from other cars, people or objects. It can also give you false confidence, which makes you think you are driving better than you actually are. It also reduces your ability to focus on the road and multitask, such as looking straight ahead while using your peripheral vision to watch for pedestrians; and it makes you feel sleepy or tired. Due to the aforementioned effects the driver puts at risk not only himself but also his passengers and other road users.

Now, how is the screening procedure done by apprehending officers to determine if a person is driving under the influence of alcohol or illegal drugs?

First there should be a probable cause for inspecting the driver and these may be due to any of the following:

- Driving over lane lines instead of in between them, also known as Lane straddling;
- Making sudden stops
- Over speeding
- Swerving, wherein a vehicle suddenly goes from one lane to another
- and Weaving, wherein a driver gets around and passes vehicles by going in and out and changing lanes

If any of these probable causes was observed and the vehicle was already flagged down then the apprehending officer will conduct further tests to determine other reasonable grounds that might be evident, such as: Smell of alcohol in the driver's breath, Generally slurred speech in response to questioning, Bloodshot or reddish eyes, Flushed face, Poor condition and Difficulty in understanding and responding intelligently to questions.

Once the Law Enforcement Officer or L.E.O has established the existence of at least two probable causes, the L.E.O. shall expressly inform the driver of his assessment and

direct the driver to perform all of the three Field Sobriety Tests.

These are standardized tests to initially assess and determine intoxication. The Field Sobriety Test is conducted as follows:

First is the eye test. It refers to the horizontal or lateral jerking of the driver's eyes as he or she gazes sideways following a moving object such as a pen or the tip of a penlight held by the L.E.O. from a distance of about one foot away from the face of the driver.

Second is the Walk-and-Turn Test which requires the driver to walk heel-to-toe along a straight line for nine steps, turn at the end and return to the point of origin without any difficulty.

Lastly, the One-Leg Stand Test requires the driver to stand on either right or left leg with both arms on the side. The driver is instructed to keep the foot raised about six inches off the ground for thirty seconds.



If the driver has passed all three tests and is proven to be negative from the influence of alcohol or dangerous substances, the driver will only be sanctioned or penalized for the traffic offense for which he was pulled over, and thus not subject to penalties of Anti-Drunk and Drugged Driving Act.

On the other hand, if the driver fails the Field Sobriety Test then the Law Enforcement Officer shall proceed to determine the driver's Blood Alcohol Content level or B.A.C. through the use of the Alcohol Breath Analyzer or A.B.A. on site.

In case the driver refuses to undergo the mandatory testing, he will be penalized by confiscation and automatic revocation of driver's license.

This chart shows possible scenarios as a result of a Field Sobriety Test. In the first sample situation, the driver passed all three tests as a result he will not undergo an ABA test but instead will be issued with a Temporary Operator's Permit or a Citation Ticket. As for the second sample situation, the driver passed the eye test but failed in the walk and turn and One-Leg Stand test. As a result, the driver is mandated to undergo the A.B.A. test and will be subject to due process. In the third sample situation, the driver passed the walk and turn test but failed in eye and One-leg stand tests. As a result, the driver is mandated to undergo the A.B.A. test and will be subject to due process. And for the last sample situation, the driver refused to undergo Field Sobriety Test, as a result his driver's license will be confiscated and will automatically be revoked after due process.

When does alcohol and drug testing become mandatory? It could be due to the following: Involvement in motor vehicular accidents and Nationwide random terminal inspection and quick random drug tests.

Now let us discuss when a driver can be charged with Driving Under the Influence of Alcohol or D.U.I.A For drivers of trucks, buses, motorcycles and PUVs conclusive proof would be a B.A.C greater than 0.00%. As for drivers of private motor vehicles with a gross vehicle weight of less than 4500kg conclusive proof would be a B.A.C of greater than 0.05%. This is closely equivalent to one standard drink, or one bottle of beer consumed in the past hour. Although there are other considerations for your BAC level. A driver who after the ABA testing registers a BAC higher than the prescribed limit shall be put under arrest and the motor vehicle will be impounded.

During the arrest, the officer will read to the arrestee the Miranda Doctrine as stipulated in the Philippine Constitution. This Miranda doctrine provides an arrestee an awareness of his right to remain silent and to get his own lawyer. After the reading of the rights, the arrestee may decide if he will speak or not with the arresting officer.

Here are the fines and penalties given to violators of the Anti-Drunk and Drugged Driving Act:

If the violation did not result in physical injuries or homicide, three months imprisonment and a fine ranging from 20,000 to 80,000 pesos shall be imposed. If the violation resulted in physical injuries, penalty provided in Article 263 of the Revised Penal Code or the penalty provided in the next preceding subparagraph, whichever is higher, and fine ranging from



100,000 to 200,000 pesos shall be imposed. And if the violation resulted in homicide, penalty provided in Article 249 of the Revised Penal Code and a fine ranging from 300,000 to 500,000 pesos shall be imposed.

Aside from these, the following penalties may also be imposed:

\*For Non-Professional Driver's License holders: First conviction will result in a 12 month suspension of Driver's License. Then for the second conviction, the driver's license will be perpetually revoked, and the driver will no longer be allowed to drive a motor vehicle.

\*For Professional Driver's License holders: At the first conviction, the driver's license will already be revoked. The perpetual revocation of a driver's license shall disqualify the person from being granted any kind of driver's license.

Lastly, the prosecution for any violation of this Act shall be without prejudice to criminal prosecution for violation of Revised Penal Code Republic Act 9165 and other special laws and existing local ordinances, whenever applicable.

Just an important reminder, do not drink and drive to avoid road accidents. And this is where our discussion ends on the Anti-Drunk and Drugged Driving Act of 2013.

## **Children's Safety in Motorcycle and Children's Safety in Motor vehicles Act**

**Filipino Driver's Manual (FDM) VOL. 2, PAGE 50 AND PAGE 63**

Good day to you, Student Driver!

On this topic, we will learn about child safety by discussing **Republic Act number 11229** or the "**Child Safety in Motor Vehicle Act**" and **Republic Act number 10666** also known as the "**Children's Safety on Motorcycles Act of 2015**".

We opted to combine the discussion of the two child safety laws on a single topic so you could better understand and see its similarities and differences.

But how important is the safety of children when riding motor vehicles?

Let's find this out through learning Republic Act 11229 or the "Child Safety in Motor Vehicles Act". This law provides special protection of child passengers while being transported in a motor vehicle. The state recognizes the right of children to assistance, including proper care, and special protection from all forms of neglect, abuse and other conditions prejudicial to their development, including exposure to safety risks while aboard motor vehicles.

This law guarantees the safety and welfare of infants and children and prevents traffic-related deaths and injuries. It determines appropriate safety measures for children

being transported in private and public utility vehicles. The law requires, regulates, promotes and informs the public on the use of child restraint systems. It also provides access to safe, appropriate, quality and affordable child restraint systems with standards accepted by the United Nations.

To further understand this topic, let us learn the following terms and their definition:

- **Adult** - any person 18 years old and above
- **Child** - any person 12 years old and below
- **Covered vehicle** - any private or public motor vehicle upon determination of the DOTR
- **Child Restraint System** - a device approved by DTI, capable of accommodating a child occupant in a sitting position. It is designed to reduce injury to the child in the event of an accident or sudden braking by limiting the mobility of the child's body.

It is against this law for a child not to be properly secured into the child restraint system while a vehicle is moving. It is not enough to just have a child restraint system; it must also be correctly used at all times. All children twelve years old and below must sit in the back of the vehicle and use a child restraint system. If the child measures 150 centimeters or 59 inches or 4'11 in height then he may be allowed to sit in front but must be properly secured with a seatbelt. This height requirement is based on how seat belts are designed. If the child is still short in height, the use of a seat belt could be more dangerous for them so instead they need to use a child restraint system.

But there are exceptional circumstances wherein a child may be allowed to sit in front of the vehicle and these are: During medical emergencies; When the child being transported has a medical, mental, psychological or psychiatric or developmental condition; Or other similar circumstances as may be determined by the DOTR in consultation with the DOH.

As an important reminder, in all cases, no child must be left unaccompanied by an adult in a motor vehicle even if secured in a child restraint system.

According to section 7 of this law, it shall be unlawful to sell, donate, manufacture, import and other activities related to marketing the use of child restraint systems that are substandard or expired. A child restraint system is considered expired if it is more than ten years old or has been involved in a serious car accident. This is because the restraint system may have gone through some wear and tear and it will no longer be able to fully protect the children on board. Remember that the safety of your child passenger depends on it.

Now let us discuss the fines and penalties when a driver is caught with a child passenger not using a child restraint system or is sitting in front of a motor vehicle. Any driver in violation shall be fined as follows:

- For first offense the fine is 1,000 pesos
- For second offense the fine is 2,000 pesos
- For third and succeeding offenses the fine is 5,000 pesos and one year suspension of driver's license

Manufacturers, sellers, and importers of child restraint systems must secure PS mark or ICC license. They must not use, import, sell, distribute or market the use of substandard or expired Child Restraint System. Tampering, alteration, forgery and imitation of the PS mark or ICC stickers are also prohibited.

Any violation would result in a fine of 50,000 to 100,000 pesos for each and every product and will also be subject to other penalties imposed in the "Consumer Act of the Philippines".

We are now done discussing child safety in covered vehicles but what about child safety on motorcycles? We will learn this through our discussion on Republic Act 10666 or the "Children's Safety on Motorcycles Act of 2015".

Our country has only one policy on child safety. This is to defend the right of children to be safe from all forms of neglect and abuse that will put them at risk, including riding in a vehicle. The state shall pursue a more proactive and preventive approach to secure safety of children by regulating the operation of motorcycles along roads and highways.

To better understand this law, let us learn the following terms and their definition:

- **Motorcycles** - any two-wheeled motor vehicle having one or two riding saddles.
- **Public roads** - refers to national highways, provincial roads, city or municipal roads and barangay streets
- **Foot peg** - a flat form attached to the motorcycles on which to stand or brace the feet.
- **Rider** - the driver of a motorcycle
- **Child** - any person below eighteen years of age. This differs from the prior definition for covered vehicles wherein persons aged twelve years and below are considered children.

It is unlawful for any person to drive a two-wheeled motorcycle with a child on board on public roads where there is heavy volume of vehicles, high density of fast moving vehicles or where a speed limit of more than 60 kilometers per hour is imposed.

Does this mean that children are not allowed to ride a motorcycle? The answer is, no. When driving on roads with few vehicles and low speed limits, the child may ride as long as the following are strictly observed:

- The child passenger can comfortably reach his feet on the standard foot peg of the motorcycle.
- The child's arms can reach around and grasp the waist of the motorcycle rider;
- And the child is wearing a standard protective helmet.

Any driver or rider in violation shall be fined as follows:

- For first offense the fine is 3,000 pesos
- For second offense the fine is 5,000 pesos
- For third offense the fine is 10,000 pesos and one month suspension of driver's license

- For succeeding offenses it would be automatic revocation of driver's license

When the child passenger dies or sustains a serious or even a minor injury due to a motorcycle related accident, the rider will be subject to one year imprisonment and other penalties under "The Revised Penal Code of the Philippines".

And this is where our discussion for this topic ends. Remember that these laws are purposefully created to secure the protection and safety of the child passengers.

## **Anti Distracted Driving Act**

**Filipino Driver's Manual (FDM) VOL. 2, PAGE 52**

Good day to you, Student Driver!

In this topic we will discuss **Republic Act 10913** or better known as the "**Anti-Distracted Driving Act**." This law states that all motorists are prohibited from using any communication device while the vehicle is in motion or temporarily stopped at a red light or intersection. It is the policy of the state to protect all its citizens from serious injuries caused by vehicular accidents. The state also recognizes the consequences of unrestrained use of electronic mobile devices on road safety. This then leads to the implementation of policies against dangerous use of mobile devices in accordance with road safety.

Now let us learn what are considered as distractions, according to the law, particularly concerning the use of cell phones and other mobile devices while driving a motor vehicle, and these are the following:

- Composing, sending or reading text messages
- Making or receiving calls
- Watching movies, tv shows or web videos like YouTube
- Surfing the internet or using a cellphone for calculations
- Reading e-books or e-mails
- Playing games via mobile apps or electronic device

As long as you are driving the vehicle, all of these activities are strictly prohibited. The only exception wherein use of a cell phone is allowed when driving is for the purpose of receiving or making a call to the authorities in case of emergencies, crime or if personal safety and security is compromised.

But is it absolutely prohibited to use cell phones and other mobile devices when driving?

This is not the case in all instances. If your cellphone is to be used as a navigation device such as maps and waze, then it is allowed. As long as it is placed or mounted on the "safe zone" of your vehicle and use of hands-free tools is observed so you won't be distracted in driving. The vehicle safe zone is the area that will not obstruct your line of sight while driving.

GPS or cell phones may be placed below, at the same level or on top of the dashboard, even on windshield as long as the highest point of the device is not higher than four inches from the dashboard. It is better to use a cell phone holder for mobile devices than just simply holding the device on your hand since this may distract your focus in driving when the mobile device suddenly falls which would prompt you to pick it up.

As for the dashcams, it must be placed behind the rearview mirror. Then to receive or make important calls, it is safer to use hands-free tools such as speaker phones, headsets or earpieces. Although as much as possible, avoid using a headset because it hinders your hearing of your surroundings. Better use them only if necessary.

Any driver caught in violation with the Anti-Distracted Driving Act shall be penalized as follows:

- For the first offense, the fine is 5,000pesos
- For the second offense, the fine is 10,000pesos
- For the third offense, the fine is 15,000pesos and 3 months suspension of the driver's license
- And for succeeding offenses the fine is 20,000pesos and revocation of driver's license

For drivers of Public Utility Vehicles, School buses or services and common carriers of volatile, flammable or toxic materials: Violating the Anti-Distracted Driving Act within fifty meters radius from the school premises shall be subject to a penalty of 30,000pesos and three months suspension of the driver's license.

Remember that the Anti-Distracted Driving Act is made to secure the safety and protection of everyone.

## **Motorcycle Crime Prevention Act**

**Filipino Driver's Manual (FDM) VOL. 2, PAGE 68**

Good day to you, Student Driver!

Our topic is related to motorcycle crime prevention. Let us begin by learning Republic Act number 11235 or also known as the "Motorcycle Crime Prevention Act". It is an act preventing and penalizing the use of motorcycles in the commission of crimes by requiring bigger, readable and color-coded number plates and identification marks, and for other purposes.

To better understand this law, let us learn the following terms and their definition:

- Back rider-refers to any person seated at the back of a motorcycle, or a passenger of a motorcycle.
- Driver-refers to any person driving or controlling a motorcycle
- Motorcycle -refers to a powered two or three wheeled motor vehicle, including, but not limited to, scooters, mopeds, and motorcycles with appendages such as sidecars, tricycles or trikes. This shall include government-owned vehicles.
- Owner-person who owns or is the registered owner of a motorcycle. It also refers to any person who has actual control and possession of a motorcycle, whether it is registered or not.
- Number plates -the regular motor vehicle license plate issued by the LTO for a motorcycle, bearing the standard alphanumeric characters in accordance with the Republic Act number 4136 or the "Land Transportation and Traffic Code" as amended.

It is stated in Section 4 of this Act that the owner must register the motorcycle with LTO within five days from the date of acquisition of ownership. Also, to immediately report any sale or disposition of the motorcycle to LTO. This refers to second-hand sales. Failure to do so shall subject the owner to a penalty of imprisonment of arresto mayor, as defined under the Revised Penal Code. A fine of not less than 20,000 pesos but not more than 50,000 pesos, or both, may be imposed.

In Section 5, it is stated that LTO shall issue a readable number plate for every motorcycle. Also, to determine the font style and size of the bigger, readable and color-coded number plates. This is provided that the contents of the number plates shall be readable from front, back and side of the motorcycle from a distance of at least fifteen meters from the motorcycle.

**Driving without or with an unreadable number plate is prohibited** as stated in the **Section 7** of this Act. While according to **Section 9**, if a motorcycle is used in the commission of a crime or in the **escape from the scene of such crime**, regardless of the stage of commission, the owner, driver and passenger who participated in the same shall be punished by reclusion temporal to reclusion Perpetua as provided under the Revised Penal Code.

If a seized motorcycle is used in the commission of crime, the maximum penalty of the relevant crime or offense shall be imposed. While if death or serious physical injuries results from the unlawful use of a motorcycle, the penalty of reclusion Perpetua as provided under the Revised Penal Code shall be imposed.

According to Section 10 of this Act, a motorcycle used in commission of a crime shall be impounded by the PNP as evidence until the termination of the case. Such motorcycle shall then be forfeited in favor of the government, unless the court finds the defendant not guilty of the offense charged or such motorcycle belongs to an innocent third party.

It is stated in Section 11 that if the number plate is lost, damaged or stolen, the owner shall immediately report to LTO and PNP. This is to request for a replacement number plate.

Failure to report will result in a fine of not less than 20,000 pesos but not more than 50,000 pesos.

Erasing, tampering, altering, forging, imitating, covering and concealing a number plate or the intentional use thereof is punishable under this Act, as stated in Section 12.

Lastly, in Section 13, the use of a stolen number plate is punishable by prison mayor as provided under the Revised Penal Code. Also, a fine not less than 50,000 but not more than 100,000 pesos, or both may be imposed at the discretion of the court. This law is to ensure the safety of everyone from motorcycle-related crimes, as well as to protect the security of the lawful motorcycle owners.

## **Joint Administrative Order Part 1**

### **Filipino Driver's Manual (FDM) VOL. 2, PAGE 76**

Good day, student driver!

In this part of the module, we will discuss the Joint Administrative Order No. 2014-01 dated June 2, 2014, involving the first part of the Traffic and Administrative Rules, Violations, Fines, and Penalties.

This Joint Administrative Order with subject "Revised Schedule of Fines and Penalties For Violations of Laws, Rules, and Regulations Governing Land Transportation" states: Pursuant to Executive Order No. 125, paragraph 5 (o), as amended by Executive Order 125-A and Executive Order No. 292 (otherwise known as "Administrative Code of 1997"), Title 15, Chapter 1, Section 3, which states the power of the Department of Transportation and Communications to establish and prescribe the corresponding rules and regulations for the enforcement of laws governing land transportation services, including the penalties for violations thereof, the following revised schedule of fines and penalties for violations of laws governing land transportation services and the procedures for apprehension and adjudication thereof are hereby promulgated and approved for implementation.

Simply put, the Department of Transportation has the power to prescribe rules and impose fines and penalties on land transportation related use and services.

Our discussion on this topic has two parts. The first part is on the violations in connection with licensing. While the second part is on the violations in connection with motor vehicle registration, renewal, and operation.

To begin, here are the possible violations in connection with licensing and their corresponding fines and penalties:

- For driving without a valid driver's license or conductor's permit, the fine is 3,000 pesos and one year disqualification to get a driver's license.



- For driving a motor vehicle used in the commission of a crime, the fine is 10,000 pesos and shall be perpetually disqualified to get a driver's license.
- For commission of a crime in the course of apprehension and upon conviction by a regular court of competent jurisdiction, the fine is 10,000 pesos and disqualification from having a driver's license for a period of five years.
- For driving a motor vehicle while under the influence of alcohol, dangerous drugs and/or similar substance upon final conviction by a regular court of competent jurisdiction in accordance to Section 12 of Republic Act 10586:

> If the violation did not result in physical injuries or homicide, the driver shall be subjected to 3 months imprisonment and shall be fined ranging from 20,000 to 80,000 pesos.

> If the violation resulted in physical injuries, the driver shall be subjected to imprisonment in accordance with the penalty provided in Article 263 of the Revised Penal Code and shall be fined ranging from 100,000 to 200,000 pesos.

> If the violation resulted in homicide, the driver shall be subjected to imprisonment in accordance with the penalty provided in Article 249 of the Revised Penal Code and shall be fined ranging from 300,000 to 500,000 pesos.

The Non-Professional driver's license of any person to have violated the law shall also be confiscated and suspended for a period of 12 months for the first conviction and perpetually revoked for the second conviction.

The Professional driver's license of any person to have violated this law shall also be confiscated and perpetually revoked for the first conviction. The perpetual revocation of a driver's license shall disqualify the person from being granted any kind of driver's license.

For reckless driving, the driver shall be charged a fine of 2,000 pesos on the first offense, a fine amounting to 3,000 pesos plus three-month suspension of the driver's license on the second offense, a fine amounting to 10,000 pesos plus six-month suspension of the driver's license on the third offense, and revocation of driver's license on subsequent offenses. A revoked non-professional driver shall be disqualified from being granted a driver's license for a period of two years. While a revoked professional driver shall be perpetually disqualified from getting any driver's license. The suspension starts upon payment of the appropriate fines.

**For submission of fake documents** in relation to the application for a driver's license, the person who committed this violation will be **charged 3,000 pesos as fine**. In addition, the driver's license shall be revoked and the driver shall be disqualified from being granted a driver's license and driving a motor vehicle for a period of one year from the payment of the fine and upon imposition of criminal charges.

For failure to wear the prescribed seat belt device, the driver shall be charged a fine of 1,000 pesos on the first offense, a fine amounting to 2,000 pesos on the second offense, and a fine amounting to 5,000 pesos on the third offense. The driver's license shall also be suspended for a period of one week for the third and each succeeding offense.



For failure to require the passengers to wear the prescribed **seat belt** device in accordance with **Section 12 of Republic Act 8750**, for public utility vehicles, both the driver and the operator are **liable to pay a fine of 3,000 pesos** for every violation.

For failure to wear the standard protective motorcycle helmet, for both rider and back rider, the fine is 1,500 pesos on the first offense, a fine amounting to 3,000 pesos on the second offense, a fine amounting to 5,000 pesos on the third offense, and a fine amounting to 10,000 pesos on the fourth and each succeeding offenses.

For failure to carry a driver's license, certificate of registration or official receipt while driving a motor vehicle, the driver shall be charged a fine of 1,000 pesos. All other violations of traffic rules and regulations will be fined 1,000 pesos.

This includes:

1. illegal parking,
2. disregarding traffic signs,
3. allowing passengers on top or cover of a motor vehicle except as a truck helper,
4. failure to provide canvas cover to cargoes or freight of trucks,
5. permitting passengers to ride on running board, step board or mudguard,
6. failure to dim lights when approaching another motor vehicle,
7. driving in a place not intended for traffic or parking in place not allowed for parking,
8. hitching or permitting a person or a bicycle, motorcycle, tricycle, or skate roller to hitch,
9. driving against traffic,
10. illegal turn,
11. illegal overtaking,
12. overtaking at unsafe distance,
13. cutting an overtaken vehicle,
14. failure to give way to an overtaking vehicle,
15. increasing speed when being overtaken,
16. overtaking when left side is not visible or clear of oncoming traffic,
17. overtaking upon a crest of a grade,
18. overtaking upon a curve,
19. overtaking at any railway grade crossing,
20. overtaking at an intersection,
21. overtaking on "men working" or "caution" signs,
22. overtaking at no overtaking zone,
23. failure of a vehicle on the left to yield the "right of way" to the vehicle on the right when these vehicles approach or enter an intersection at the same time,
24. failure of a vehicle approaching but have not entered an intersection to yield the right of way to a vehicle within such intersection,
25. failure of a driver of any vehicle upon a highway within a business or residential district to yield the right of way to pedestrian crossing,
26. failure of a vehicle entering a highway from a private road or failure of a driver upon a highway to yield the right of way to all vehicles approaching such highway,

27. failure to yield the right of way to an ambulance, police, or fire department vehicles,
28. failure to yield the right of way at a "through highway" or a "stop intersection", Also included are the following traffic violations, still with a fine of 1,000 pesos:
29. failure to give appropriate signal,
30. illegal turn due to failure of the driver of a motor vehicle intending to run the right of an intersection to keep as close as possible to the right-hand curve or edge of the highway,
31. illegal turn due to failure of the driver of a vehicle intending to turn to the left to pass to the left of the center of intersection except on a one-way highway,
32. failure to turn off the ignition switch and stop the motor and notch effectively the handbrake when parking a motor vehicle unattended,
33. unsafe towing,
34. obstructing the free passage of other vehicles on the highway while discharging or taking passenger or loading and unloading freight, or driving a motor vehicle in such a manner to obstruct or impede the passage of any vehicle,
35. motorcycle carrying more passenger other than the back rider or cargo other than the saddle bags and luggage carriers,
36. refusal to render service to the public or convey passenger to destination,
37. overcharging,
38. no franchise or certificate of public convenience or evidence of franchise presented during apprehension or carried inside the motor vehicle,
39. presentation of fake or spurious CPC, ORCR, plates, stickers, and tags,
40. operating the unit/s with defective parts and accessories,
41. failure to provide fare discount to those entitle under existing laws and pertinent memorandum circulars of the LTFRB,
42. fast, tampered, defective taximeter or operating without an old seal taximeter,
43. tampered, broken, joined, reconnected, fake or altered sealing wire,
44. No sign board,
45. picking and dropping of passengers outside the terminal,
46. carrying of illegal and/or prohibited cargoes,
47. failure to provide fire extinguisher and require "stop and go" signage for use of each vehicle,
48. trip cutting,
49. failure to display fare matrix,
50. and breach of franchise conditions under 2011 revised terms and conditions of CPC not otherwise herein provided.

Now, here are the possible violations in connection with motor vehicle registration, renewal, and operation:

- For driving an unregistered motor vehicle, this includes driving with an improperly registered motor vehicle or a motor vehicle with expired, revoked, suspended or invalid registration, unregistered or fake substitute or replacement of engine, engine block or chassis. The driver shall be charged a fine amounting to 10,000 pesos. The motor vehicle will also be impounded if the registration is expired for more than one month. For

undocumented engines, the motor vehicle shall be impounded and shall be barred for a period of one year.

- For Unauthorized motor vehicle modification, this includes change in color and other unauthorized modifications of the standard manufacturer's specification. The driver shall be charged a fine amounting to 5,000 pesos. In addition, the motor vehicle shall be impounded and shall be released only upon inspection, correction of defect, and payment of the fine.
- For operating a right-hand drive motor vehicle, the driver shall be charged a fine amounting to 50,000 pesos. In addition, the motor vehicle shall be impounded until the defect is corrected and the motor vehicle is deemed roadworthy upon inspection and payment of the fine.
- For motor vehicles operating without or with defective, improper, or unauthorized accessories, devices, equipment and parts, the driver shall be charged a fine amounting to 5,000 pesos. In addition, the motor vehicle shall be impounded until the accessory, device, equipment or part is properly installed, corrected or removed, as the case may be and upon payment of the fine. The improper or unauthorized accessory, device, equipment or part shall likewise be confiscated in favor of the government.
- Failure to attach or improper attachment, or tampering of authorized motor vehicle license plates and/or third plate stickers, the driver shall be charged a fine amounting to 5,000 pesos. In addition, the authorized motor vehicle license plate or third plate sticker shall be properly attached and the unauthorized plate, accessory and/or device removed and confiscated in favor of the government.
- For smoke belching, the driver shall be charged a fine not exceeding 2,000 pesos on the first offense, a fine not exceeding 4,000 pesos on the second offense, a fine not exceeding 6,000 pesos plus one-year suspension of the motor vehicle registration on the third offense, and one-year suspension of the motor vehicle registration for each succeeding offenses.
- For fraud in relation to the registration of the motor vehicle and/or its renewal, the driver shall be charged a fine amounting to 3,000 pesos.
- All other violations in connection with motor vehicle registration, renewal or operation, the driver shall be charged a fine amounting to 2,000 pesos.

## **Joint Administrative Order Part 2**

**Filipino Driver's Manual (FDM) VOL. 2, PAGE 86**

Good day, student driver!

In this part of the module, we will continue our discussion about the Joint Administrative Order No. 2014-01 involving the Traffic and Administrative Rules, Violations, Fines, and Penalties. This includes the violations in connection with Dimensions, Specifications, Weight and Load Limits of motor vehicles and the violations in connection with Franchise of Public Utility Vehicles.

Let us first discuss the possible violations in connection with Dimensions, Specifications, Weight and Load Limits and their corresponding fines and penalties:

- For Load Extending Beyond Projected Width Without Permit, a fine amounting to 1,000 pesos shall be imposed upon the driver of the motor vehicle for operating a motor vehicle with any part of the load extending beyond the projected width of the vehicle without special permit.
- For Axle Overloading, the driver shall be fined an amount equivalent to 25% of Motor Vehicle Usage Charge, also known as road user's tax, at the time of infringement on owner/operator or driver of trucks and trailers for loading beyond their registered gross weight or vehicle weight. The penalty shall be waived for loads exceeding the registered GVW or gross weight of a vehicle by a tolerance of less than 5%. No motor vehicle shall be allowed to proceed on the roadway if either a dual-wheel axle load shall exceed 13,500 kilograms or the vehicle load exceeds 150% of the maximum allowable gross weight. This is to be computed based on this formula.
- For Operating A Passenger Bus or Truck With Cargo Exceeding 160 Kilograms, a fine amounting to 1,000 pesos shall be imposed upon the driver and conductor of the motor vehicle.

Now here are the possible violations in connection with Franchise and their corresponding fines and penalties:

- For Colorum Violation, if a motor vehicle is found to be operating as "colorum", a fine shall be charged amounting to 1 million pesos for buses, 200,000 pesos for trucks, 50,000 pesos for jeepneys, 200,000 pesos for vans, 120,000 pesos for sedan cars, and 6,000 pesos for motorcycles with a minimum impounding period of 3 months for all mentioned types of vehicle.

The penalties for the first offense shall be: Revocation of the entire Certificate of Public Convenience or CPC, where the apprehended vehicle belongs, except when the apprehended vehicle is with private or green plate. Next is blacklisting of the apprehended vehicle and all other authorized units included in the CPC from being used as a public utility vehicle. And third is the revocation of the registration of the apprehended vehicle and all other authorized units included in the franchise.

For the commission of 2nd offense, the penalties shall be: First is revocation of all Certificates of Public Convenience or the entire fleet of the operator. Next is disqualification of the operator, and, in case of a corporation, all its stockholders and directors, to operate any kind of public land transportation. Third, blacklisting all authorized units or the entire

fleet of the operator from being used as a public utility vehicle. Lastly, the revocation of the registration of all authorized units or the entire fleet of the operator.

In determining the frequency of offenses, the Land Transportation and Franchising Regulatory Board or LTFRB and its RFRBs will count offenses against operators and not against a particular motor vehicle or CPC. Hence, the second apprehension of a vehicle belonging to the same operator, regardless of whether the first and second vehicle be counted as second offense.

If a private motor vehicle operating as a PUV but without proper authority from the LTFRB is apprehended, the LTFRB or RFRBs shall, in addition to the abovementioned fines, impounding, and penalty, disqualify the registered owner, and, in case of a corporation, all its stockholders and directors, to operate any kind of public land transportation.

Other possible violations in connection with Franchise include:

- Refusal to render service to the public or convey passenger to destination
- Overcharging/Undercharging of fare
- Failure to provide proper body marking
- No franchise/Certificate of Public Convenience or evidence of franchise presented during apprehension or carried inside the motor vehicle

For these violations, a fine amounting to 5,000 pesos shall be imposed on the first offense, a fine amounting to 10,000 pesos and impounding of unit for a period of 30 days on the second offense, and a fine amounting to 15,000 pesos and cancellation of CPC where the unit is authorized on the third and subsequent offenses.

Here are other possible violations, still in connection with Franchise, and their corresponding fines and penalties:

- For Fraud and falsities such as presentation of fake and spurious CPC, OR/CR, plates, stickers and tags, the franchise/Certificate of Public Convenience shall be revoked or canceled after due notice of hearing pursuant to the Memorandum Circular No. 2013-003.
- For Employing reckless, insolent, discourteous or arrogant drivers, a fine amounting to 5,000 pesos shall be imposed on the first offense, a fine amounting to 10,000 pesos and impounding of unit for a period of 30 days on the second offense, and a fine amounting to 15,000 pesos and cancellation of CPC where the unit is authorized on the third and subsequent offenses.

The same penalties shall be imposed on the commission of the following violations:

- Allowing an unauthorized driver to drive PUV or allowing a driver to drive PUV without bringing his/her driver's license
- Operating the unit with defective parts and accessories
- Failure to provide fare discount to those entitled under existing laws and pertinent Memorandum Circulars of the LTFRB

- Failure to provide the Board with complete, correct, and updated operator's information such as, but not limited to, address, contact numbers, list of drivers; and other forms of misrepresentation
- Failure to display "No Smoking" signage and/or allowing personnel or passenger to smoke inside the vehicle
- Fast, tampered, defective taximeter or operating without or with an old seal taximeter; This is only applicable for Taxis.
- Tampered, broken, joined, reconnected, fake or altered sealing wire; Applicable for Taxis only.
- Violation of color scheme or design or Adoption of new color design without authority from the Board; This only applies for Public Utility Buses and Taxis.
- Unregistered or unauthorized trade/business name; This only applies for Public Utility Buses and Taxis.
- No Panel Route; Only applies to PUJ, PUB and UV.
- No sign board. For PUJ, PUB and UV only also.
- Pick and Drop of Passenger outside the terminal. Again, for PUJ, PUB and UV only.
- Carrying of illegal and/or prohibited cargoes
- Failure to provide fire extinguisher and required "STOP and GO" signage for use of each vehicle. This only applies for STS.
- Trip cutting. This only applies for PUJ, PUB, and UV.
- Failure to display fare matrix. Also, only for PUJ, PUB, and UV.
- Failure to display the International Symbol of Accessibility inside the units and/or failure to designate seats specifically for the use of Persons with Disabilities or refusal to transport PWDs. This only applies for PUJ, PUB, TTS, and UV.
- Breach of franchise conditions under 2011 Revised Terms and Conditions of CPC not otherwise herein provided

Except in cases of colorum violation, as provided above, the LTFRB, in the application of these fines and penalties, shall count offenses against operators and not against a particular motor vehicle or CPC. Hence, the second offense committed by a different vehicle of the same operator shall be counted as second offense and another offense by a third vehicle of the same operator shall be counted as a third offense, provided all apprehended vehicles belong to the same CPC.

Fines and penalties provided for under existing Memorandum Circulars of the LTFRB which are not provided for in this Joint Administrative Order shall continue to be applied by the Board and Regional Franchising and Regulatory Offices.

Now let us discuss the General Provisions of this Joint Administrative Order. Unless otherwise indicated, all references to motor vehicles shall include motorcycles and tricycles.

In all cases where the penalty includes the confiscation, suspension or revocation of a driver's license or student permit as well as the suspension or revocation of the registration of a motor vehicle or impounding the motor vehicle, and the same cannot be immediately implemented, the driver's license, student permit or motor vehicle as the case may be shall be put on alarm until the proper penalty may be implemented.

A Temporary Operator's Permit (TOP) shall authorize a driver to operate a motor vehicle for a period of seventy-two (72) hours only. Further, all apprehensions are deemed admitted unless contested by filing a written contest within five (5) days from date of apprehension. However, failure of the driver to pay the corresponding penalty within fifteen (15) days from the date of apprehension shall cause the automatic suspension of his driver's license for a period of thirty (30) days from the date of apprehension, in addition to the fines and penalties prescribed hereunder. The LTO shall resolve a contested case within five (5) days from the receipt of said written contest. The imposition of the foregoing fines and penalties shall be without prejudice to any critical action that may be instituted under existing laws, rules and regulations.

And that ends our discussion on the Traffic and Administrative Rules, Violations, Fines, and Penalties as stated in the Joint Administrative Order No. 2014-01 dated June 2, 2014.

## **Gender and Development and Active Transport and Light Mobility Devices**

Good day, student driver!

In this part of the module, we will discuss Gender and Development or GAD.

The **Gender and Development** program is stated in the **Republic Act No. 7192** also cited as the **Women in Development and Nation Building Act**, an act promoting the integration of women as full and equal partners of men in development and nation building, and for other purposes. It is crucial to understand that this law does not promote gender conflict or a war of the sexes. It should also not be considered as an act of male bashing or an attack against men. In fact, we recognize that both women and men may fall victim to discrimination, but it cannot be denied that this issue affects women more often than men.

To further understand this matter, let us first define and differentiate the terms equality and equity. The term equality refers to the similarity of treatment as it is legally, constitutionally, and divinely given. It is considered a fundamental right. On the other hand, the term equity refers to a fair sharing of resources, opportunities, and benefits according to a given framework.

Equality is beneficial to everyone, but it does not address the specific needs of individuals. Naturally, different people have different needs and having equal rights does not guarantee that all those needs are met. This is where the matter of equity comes of importance.

Equity entails giving more to those who need it in proportion to their own circumstances in order to achieve fairness. It is the role of the government and the non-governmental organizations or NGOs to implement the gender and development program with the mission to minimize or to completely eliminate gender discrimination and to promote gender equality.



Here are the legal basis and laws on gender and development. As stated in the 1987 constitution under article III, we have the right to equality and non-discrimination. Matters on gender and development are also stated in the **Republic Act No. 9710 also known as the Magna Carta of Women**, a comprehensive women's human rights law that seeks to eliminate discrimination through the recognition, protection, fulfillment, and promotion of the rights of Filipino women, especially those belonging in the marginalized sectors of the society.

This matter is also addressed in the **Executive Order No. 227** or the **New Family Code of the Philippines** and in the **Republic Act No. 7192** or **The Women in Development and Nation Building Act** as mentioned earlier.

The following laws are also focused on gender and development:

**Republic Act No. 6725** - an act strengthening the prohibition on discrimination against women with respect to terms and conditions of employment.

**Republic Act No. 7322** - an act increasing maternity benefits in favor of women workers in the private sectors.

**Republic Act No. 7655** - an act increasing the minimum wage of house helpers.

**Republic Act No. 7877** - an act declaring sexual harassment unlawful in the employment, education or training environment, and for other purposes,

**Republic Act No. 6949** - an act to declare March eight of every year as a working special holiday to be known as National Women's Day; and

**Republic Act No. 9262** - an act defining violence against women and their children, providing for protective measures for victims, prescribing penalties therefore, and for other purposes.

The following government offices take part in spearheading programs on gender and development.

The **Philippine Commission on Women** or **PCW** formerly known as the National Commission on the Role of Filipino Women or NCRFW mandated to work towards the full integration of women for social, economic, political, and cultural development at national, regional, and international levels on a basis of equality with men.

The **Civil Service Commission** issued a CSC Memo Circular which encourages all government offices to observe the use of non-sexist or gender sensitive language in all its official documents, communications, and issuances.

The **Bureau of Women and Young Workers** of DOLE or Department of Labor and Employment also participated by declaring March as the National Women's Month.

The development plans for women include.

**Executive Order No. 348** or The Philippine Development Plan for Women and **Executive Order No. 273** or the Philippine Plan for Gender-Responsive Development which mandated



the implementation of gender and development in accordance with constitutionally guaranteed human rights. It envisions a society that promotes gender equality and women's empowerment as enunciated in the United Nations 4th World Conference Platform for Action.

As stated in the implementing rules and regulations of the **Republic Act No. 11313 Section 7** on gender-based sexual harassment in public utility vehicles or PUV, the license of a driver and the operator's Certificate of Convenience or CPC may be suspended or revoked by the LTO and the LTFRB if gender-based sexual harassment is committed during the operation of the public utility vehicle.

The promotion of gender and development begins with the change in our perception and in viewing the relationship of the genders with mutuality and partnership. Take note that there is a significant difference in the proper use of the terms "sex" and "gender". Sex is biologically determined and is based on physical and physiological characteristics of a person. An individual's sex is commonly categorized as male or female. On the other hand, gender is socially- determined and culturally defined. It refers to the socially constructed roles, behaviors, expressions and identities of women, men or gender diverse individuals. It is mostly based on learned behavior. Simply put, in contrast to sex, gender is non-binary. Instead, it exists along a continuum and can change over time. In accordance to the gender and development programs of the Philippines, it is important to keep in mind that, regardless of our sex and gender, we are all equal.